



TENANT SCREENING/INTERVIEW

Prospective Tenant _____ Contact Phone _____

Inquiry Date/Time _____ Showing Date/Time _____

Property _____ App Taken? _____ App Received? _____

SCREENING QUESTIONS:

1. How did you hear about the property?
2. Why are you looking for a place now?
3. What kind of place are you looking for? What features are important to you?
4. How many people will be living in the residence? (adults/minors)
5. Does anyone smoke? How do you feel about smoking?
6. How do you feel about pets? Do you have pets or animals? If yes, what type?
7. What is your current monthly income before taxes?
8. Have you ever been evicted (unlawful detainer)?

INTERVIEW QUESTIONS:

1. What is the full legal name of each adult that will be living in the place?

HOUSING NEEDS

1. Where are you currently living?
2. Why do you plan to move?
3. When do you plan to move?
4. How long do you plan to stay in the place you will be renting?
5. How long have you lived at your current place? If less than 5 years, where did you live prior? (List addresses of all residences in the most recent 5 years.)

RENTAL HISTORY

1. Have you rented a place before? If yes, how many times? Was your name on the rental agreement?
2. When we call your current and previous landlords, what kind of recommendation will they give you?

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3. Has a landlord ever given you a notice to comply with the terms of a rental agreement? Is yes, please explain.
4. Has a landlord ever asked you to move out of their property? If yes, please explain.

INCOME HISTORY

1. What is the source of your income? (Count money and equivalent benefits.)
2. Is your income verifiable? (Paycheck stubs, award letters, confirmation by employer, tax returns)
3. How long have you had that source of income? If less than one year, where did you work prior? (List all jobs/income sources in the most recent 2 years.)
4. If you are approved to rent the unit, will you be able to pay all the move-in costs at the time of move-in? Move-in costs include: rent for the first month, a non-refundable move-in fee, and a refundable security deposit.

CREDIT HISTORY

1. We run a credit check on every applicant. Is your credit history good?
2. If not, please explain your situation. What steps have you taken to improve your record?
3. Do you currently owe money to any person or business? If yes, how much and to whom? (List current debts)

LEGAL HISTORY

1. We run civil and criminal background checks on every applicant. Do you have a good history?
2. If not, please explain your situation. What steps have you taken to improve your record?
3. If you have been convicted of crimes in the past, what was the crime, date of the crime, and date of the conviction? What is your current status? Have you made full restitution, served all time required and paid all fines?

MISCELLANEOUS

1. Since the age of 18, what states have you lived in?
2. How many cars or other vehicles do you plan to keep? What type? (car, truck, motorcycle, RV, boat – if on property it must fit in a standard parking space, have a sufficient muffler, be in good repair and not drip oil.)
3. Do you plan to keep a waterbed, aquarium, water cooler, fountain or other water feature in the residence? If yes, what kind? (<5 gallons okay, if more – discuss options.)
4. Do you have a piano or other musical instruments? (Heavy or potentially loud?)
5. Do you maintain a clean and uncluttered home? How do you maintain that? (Shoes on/off? Own a vacuum cleaner? Recycle? Frequency of cleaning? Hoarding behavior?)

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6. What are your thoughts about the peace and quiet of a home? What do you do to achieve that?

LASTLY

1. Do you have any questions of us?

NOTES:

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