

Rental Application Evaluation Worksheet

Applicant:		Property:		Verification Dates:	
Tenant Desired Occupancy:		Desired occupancy:			
Income Requirements (Rent*3):		Total Verified Income:			
Current Employer:		Supervisor:		Phone:	
Salary:		Time on Job:		Rehire?	
Comments (reliability, work quality, timeliness, etc.):					
Previous Employer:		Supervisor:		Phone:	
Salary:		Time on Job:		Rehire?	
Comments (reliability, work quality, timeliness, etc.):					
Previous Employer:		Supervisor:		Phone:	
Salary:		Time on Job:		Rehire?	
Comments (reliability, work quality, timeliness, etc.):					
Current Landlord Name, Phone:					
Dates Rented:		Rent:		Payment History:	
Comments (Housekeeping / Yard Care / Pets / Damage / Issues):					
Previous Landlord Name, Phone:					
Dates Rented:		Rent:		Payment History:	
Comments (Housekeeping / Yard Care / Pets / Damage / Issues):					
Previous Landlord Name, Phone:					
Dates Rented:		Rent:		Payment History:	
Comments (Housekeeping / Yard Care / Pets / Damage / Issues):					
Credit Report / Eviction / Collections / SSN Verification / Address History					
NOTES:					
Debt to Income Ratio:					
Online Search Results:					
Bank Name and Checking Account#:				Balance:	
Comments:				NSF, Overdrafts, etc?:	
Bank Name and Savings Account#:				Balance:	
Comments:				NSF, Overdrafts, etc?:	
Investment / Back Up Funds Account:				Balance:	
Reference Name, Phone, Comments:					
Reference Name, Phone, Comments:					
Trust and Overall Impression (include any visit to current residence information here as well as pet visit):					

APPROVED or DENIED (list time/date and how communicated). If Denied, list reason and if based on credit report list date of required letter to applicant: