



Tenant Screening Application

Address of unit being applied for: _____

Monthly Rent: \$ _____

Preferred Move-In Date: _____

First Name: _____ Middle: _____ Last: _____

Former Name: _____

E-Mail: _____

Phone Number: _____

SSN: _____ DOB: _____

Occupancy Information:

Total number of people who will reside on the property: _____

Name: _____ DOB: _____ Name: _____ DOB: _____

Name: _____ DOB: _____ Name: _____ DOB: _____

Name: _____ DOB: _____ Name: _____ DOB: _____

Do you have a co-signer? If yes, Name: _____ Contact Information: _____

5-Year Residential History

Current Address: _____

City: _____ State: _____ Zip: _____

Landlord/Mortgage Holder: _____ Contact Information: _____

Rent: _____ Dates Occupied: From: _____ To: _____

Reason for Moving: _____

Previous Address: _____

City: _____ State: _____ Zip: _____

Landlord/Mortgage Holder: _____ Contact Information: _____

Rent: _____ Dates Occupied: From: _____ To: _____

Reason for Moving: _____

Previous Address: _____

City: _____ State: _____ Zip: _____

Landlord/Mortgage Holder: _____ Contact Information: _____

Rent: _____ Dates Occupied: From: _____ To: _____

Reason for Moving: _____

Income Information

Primary Employer: _____

Address: _____ City _____ State _____ Zip _____

Title: _____ Monthly Salary: \$ _____ Start Date: _____

Are you full-time or part-time? (Circle one) Are you self-employed? Yes or No (Circle One) If yes, skip next section

Supervisor Name: _____ Contact Information: _____

Secondary Employer: _____

Address: _____ City _____ State _____ Zip _____

Title: _____ Monthly Salary: \$ _____ Start Date: _____

Are you full-time or part-time? (Circle one) Are you self-employed? Yes or No (Circle One) If yes, skip next section

Supervisor Name: _____ Contact Information: _____

Other Income: Source: _____ Monthly Amount: _____

Source: _____ Monthly Amount: _____



Emergency Contacts:

Name: _____ Relationship: _____ Phone Number: _____
Name: _____ Relationship: _____ Phone Number: _____

PLEASE ANSWER THE FOLLOWING FOUR QUESTIONS:

1. Have you ever been convicted of a crime? **Yes No**
If yes, please explain: _____

2. Have you ever been evicted from tenancy or left owing money? **Yes No**
If yes, please explain: _____

3. Have you ever willfully refused to pay rent when it was due, or lost a part of a security deposit? **Yes No**
If yes, please explain: _____

4. Are you currently receiving a subsidy or housing voucher? **Yes No**
If yes, please explain: _____

HomeScreen will perform a background check, including credit report and criminal background check, and verify references for all applicants. HomeScreen will then make a recommendation to the property owner, and will strictly follow the Federal Fair Housing Act. The property owner always makes the final leasing decision.

HomeScreen will recommend your application if:

- the gross household income is at least three times the rent
- no applicant has any evictions or negative rental references in the past five years
- no applicant has been convicted of any violent felonies, felonies involving crimes against people or properties, or felonies involving drug distribution or manufacturing

If you do not meet the above criteria, please contact the landlord before completing the application. He/she may override a non-recommended application if previously aware of any issues. Keep in mind that the application is non-refundable.

Signature of Applicant

Date



add: 2337 S Kingshighway, St. Louis, MO 63110 tel: 314-865-5530 ext. 103 fax: 314-865-2540

Permission to Obtain Information

Date: _____

Applicant's Name: _____

Address: _____

Social Security #: _____

I do hereby give my permission for HomeScreen and/or its representatives to obtain the following information.

(Applicant's Signature)

FOR OFFICE USE ONLY – APPLICANTS DO NOT WRITE INSIDE THE BOX

Dear Reference of the Applicant:

The undersigned has given you as a reference in applying to rent property and has authorized the disclosure of the requested information. Please complete this information at your earliest convenience.

Please reply as quickly as possible, as property is being held and we are awaiting your response in order to have complete information.

Thank you in advance for your cooperation.

Landlord/Mortgage Holder Information

Employment Verification

Verified by: _____

Verified by: _____

Address being verified: _____

Dates of employment: _____ - _____

Dates of residency: From: _____ To: _____

Position held: _____

Lease expiration date: _____

Hours in typical work week: _____

Rent amount: \$ _____ Rent Assistance? Yes No

Salary: \$ _____ month/ year

Number of late payments: _____

Or Hourly Rate: \$ _____

Number of tenants residing in apartment/home:

Adults _____ Children _____

- Did tenant give at least 30 days' notice? Yes No
- Did tenant/guests cause any disturbances? Yes No
- Did tenant/guests destroy any property? Yes No
- Would you rent to this tenant again? Yes No