

Binx Properties
leasing.managment.maintenance
(434) 962-4147 Fax (434) 202-8315

EMPLOYMENT/RENTAL VERIFICATION FORM

To whom it may concern,

The person(s) listed below has submitted an application for housing. Please assist the approval process by answering the following questions. This information is for our confidential use for qualifying this applicant.

Your prompt reply will be appreciated and will facilitate the speed with which we can respond to this applicant's needs.

Thank you for your cooperation.

EMPLOYMENT VERIFICATION (Applicant please print name only)

Name: _____ Position: _____

Hired Date: _____ Annual Salary: \$ _____

Is employment permanents? Yes ____ No ____ Part-time ____ Full-time ____

Additional Comments: _____

Verified by: _____ Date: _____

Title: _____

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RENTAL VERIFICATION (Applicant please print name and address only)

Name: _____

Address: _____

Is rent paid promptly? Yes ____ No ____ Any complaints on file? Yes ____ No ____

How many times late? _____ Was the require notice to vacate given? Yes ____ No ____

Period of residency: _____ to _____ What is the current condition of the unit? _____

Amount of rent: \$ _____ What was the unit condition when vacated? _____

Has legal action ever been taken? Yes ____ No ____ Does tenant comply with non smoking policies? Yes ____ No ____

Would you rent to this person again? Yes ____ No ____

Additional comments: _____

Verified by: _____ Date: _____

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I authorize Cathy Crosby/Binx Properties, LLC to verify all information contained in the application and to inquire into my credit, character, general reputation, personal characteristic and mode of living and I release all concerned from any liability in connection with any information they give.

Applicant's signature

Date