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**\*\*\* PLEASE COMPLETE, FAX OR EMAIL \*\*\***

## RENTAL VERIFICATION

DATE: \_\_\_\_\_

FROM: **ZARZUELA REALTY**

ATTN: \_\_\_\_\_

PHONE #: \_\_\_\_\_

EMAIL or FAX#: \_\_\_\_\_

**APPLICANT AUTHORIZATION: X** \_\_\_\_\_

Applicant: \_\_\_\_\_ has applied for a rental with **ZARZUELA REALTY**. In order to process and approve the applicant we need a rental reference by the authorized agent or landlord. We would appreciate it if you could complete the information below and return it to our office via fax or email.

**Your cooperation in completing the following, at your earliest convenience would be appreciated.**

LENGTH OF OCCUPANCY: FROM: \_\_\_\_\_ TO: \_\_\_\_\_

RENTAL AMOUNT: \_\_\_\_\_

NUMBER OF NON-SUFFICIENT FUNDS: \_\_\_\_\_

NUMBER OF LATE PAYMENTS: \_\_\_\_\_

LEASE VIOLATIONS: YES \_\_\_\_ NO \_\_\_\_

NOTICE GIVEN: YES \_\_\_\_ NO \_\_\_\_

WAS OR WILL THE SECURITY DEPOSIT BE REFUNDED: YES \_\_\_\_ NO \_\_\_\_

CONDITION OF PROPERTY DURING RENTAL PERIOD: GOOD \_\_\_\_ FAIR \_\_\_\_ EXCELLENT \_\_\_\_

WOULD YOU RE-RENT TO THIS TENANT(S): YES \_\_\_\_ NO \_\_\_\_

ADDITIONAL COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**THANK YOU FOR YOUR TIME !**

Regards,

  
Leasing Agent