



**EJF Real Estate Services, Inc.**  
**2639 Connecticut Ave. NW #113, Washington, DC 20008**  
**Phone: (202)537-1801 Fax: (202)537-1805**

**To:** Conrad C. Bennett  
**From:**  
**Date:**  
**Page(s):**  
**Fax:**

**PLEASE RETURN THIS COMPLETED FORM TO EJF BY FAX AS SOON AS POSSIBLE.**

**TO CURRENT/PREVIOUS LANDLORD**

The Applicant named below has applied to lease a property through EJF Real Estate Services, Inc. As managing agent, we need your help in answering the following questions; your answers will be used to help determine the renter's eligibility. We would appreciate a return of this information within a 24-hour period. Thank you for your cooperation.

**AUTHORIZATION BY RENTAL APPLICANT FOR THE RELEASE OF INFORMATION**

*I hereby authorize the release of the information requested on this form to be provided to EJF Real Estate Services, Inc. I hereby release the party completing this from any liability for the answers provided.*

Applicant's Name: \_\_\_\_\_  Current Tenant  Previous Tenant

Address: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**THE FOLLOWING QUESTIONS ARE TO BE COMPLETED BY LANDLORD**

Move-In Date: \_\_\_\_\_ Lease expiration Date: \_\_\_\_\_ Move-Out Date: \_\_\_\_\_

Monthly Rent Amount: \$ \_\_\_\_\_

1.  YES  NO Was Rent Paid on time? If no, how many times were they late? \_\_\_\_\_
2.  YES  NO Were eviction proceedings ever started due to nonpayment of rent?
3.  YES  NO Did the applicant or any guest damage the unit beyond ordinary wear & tear?
4.  YES  NO Did applicant ever have anyone other than those named on the lease living in the unit?
5.  YES  NO Did the applicant have pet(s)? If yes, what type? \_\_\_\_\_
6.  YES  NO If yes, where they authorized?
7.  YES  NO Did the applicant ever give false information?
8.  YES  NO Was proper move out notice given?
9.  YES  NO Does the applicant owe any amount for delinquent rent, utilities or damage to the property?
10.  YES  NO Would you rent to this applicant again? If no, why not? \_\_\_\_\_
11.  YES  NO Does the applicant currently owe for any rent or damages? If yes, how much? \$ \_\_\_\_\_
12.  YES  NO Did you keep any of the applicants Security Deposit?  
If yes, how much? \$ \_\_\_\_\_ Why? \_\_\_\_\_

Landlord's Additional Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**INFORMATION HAS BEEN PROVIDED BY:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Landlord's Signature: \_\_\_\_\_ Date: \_\_\_\_\_