**LANDLORD REFERENCE FORM**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Landlord Name: |  | Fax #: |  | | Phone #: |  |
| Address: |  |  | Email: |  | | |

has applied for housing with Cheshire Housing Trust. Your name was provided as a landlord either presently or in the past. As you know a landlord reference is significant information when determining eligibility of a prospective tenant so please consider the questions below carefully and feel free to make additional comments.

1. Address of Apartment:
2. Dates the applicant resided at apartment: from to
3. Did (has) the tenant given proper notice? No Yes
4. Rent charge per week/month: $ Back rent owed? How much?
5. How many times in the last 12 months of tenancy has the following occurred?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Late payment: |  | Demand for Rent Notice: |  | Eviction Notice: |  |

1. Housekeeping: (check one below)

|  |  |  |  |
| --- | --- | --- | --- |
| **Excellent** | *(clean and tidy)* | **Good** | *(clean, not always tidy)* |
| **Fair** | *(needs reminders for clean, give up on tidy)* | **Poor** | *(UNCLEAN and UNTIDY)* |

1. Neighbor/Landlord Relations: (check one below)

|  |  |  |  |
| --- | --- | --- | --- |
| **Excellent** | *(co-operative, honest, tactful, good*  *communication skills with everyone)* | **Good** | *(talks to neighbors/landlord for resolutions, tries*  *to work things out, fair in conflicts)* |
| **Fair** | *(tries to talk to neighbors, but gives up, avoids issues)* | **Poor** | *(doesn’t try to talk; complains instead; spiteful; creates or maintains feuds)* |

1. Did the tenant have unauthorized people living in the unit?: No Yes Describe
2. Neighbor Complaints: No Yes Describe
3. Was there damage to the apartment during tenancy? No Yes Describe
4. Was the security deposit returned to the tenant? No Yes Describe
5. Did the tenant have animals? No Yes Describe
6. Were there bed bugs in the unit during tenancy? No Yes
7. Was the tenant compliant with pest prevention or eradication procedures? No Yes Describe
8. Would you rent to him/her/them again? Why or why not?

Signature of Landlord Date