



# LANDLORD / TENANT VERIFICATION FORM

•General Assistance •

## *TENANT VERIFICATION*

This is to confirm that \_\_\_\_\_ (name of family or individual)  
has/have arranged to rent an apartment/house from me at: \_\_\_\_\_  
\_\_\_\_\_ (address of apartment/house)

Effective : \_\_\_\_\_ ( dates).

The total number of individuals whom, I have agreed, will occupy my property is/will be: \_\_\_\_\_  
# Of Adults \_\_\_\_\_ (anyone over 18 years of age) # of Children \_\_\_\_\_

One month's rent is \$ \_\_\_\_\_. Apartment Deposit is \$ \_\_\_\_\_.

**Utilities:** *Included* \_\_\_\_\_ *Not Included* \_\_\_\_\_

## *LANDLORD INFORMATION*

### CONTACT

### MAILING ADDRESS

\_\_\_\_\_  
PRINT: Business Name / Check payable to

\_\_\_\_\_  
Street

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
City

State

Zip

\_\_\_\_\_  
Landlord's contact phone number

\_\_\_\_\_  
Landlord email address

\_\_\_\_\_  
Landlord / Manager Signature

\_\_\_\_\_  
Date of verification

**Landlord's Business Tax ID number** (if not provided or on file, a **W-9** will be requested before payment can be made)

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