

Credit and Background Check on Potential Tenants

Purpose

The purpose of this process is to assist homeowners who wish to rent an apartment in their home to get a credit and background check on potential tenants from an experienced, professional real estate management firm.

Process

Homeowner sends a \$50 processing fee and release form signed by the potential tenant by mail or fax to:

Connecticut Real Estate Management LLC
ATTN: Alyssa Pillion
P.O. Box 397
Cheshire, CT. 06410
Phone: 203-699-9335 Fax: 203-699-9331

Attached is the Authorization to Release Form that should be added to the rental application and mailed or faxed as explained above. Also, the rental application should be submitted with a form of photo identification.

Result

Connecticut Real Estate Management LLC will send the Homeowner a written synopsis with the results of the credit report, which will include number of accounts delinquent, total amounts past due, bankruptcy dates, evictions, judgments including tax liens, repossessions, and past due child support. A detailed report will be issued within 2-4 business days upon receipt of payment and application with release form.

If a homeowner rejects an applicant based on the information obtained from the credit report, they must advise the applicant of their rights to obtain their credit information from the reporting credit bureau (Equifax, Transunion & Experian). Connecticut Real Estate Management can provide a standard rejection letter to those who opt to use their credit check services.

Contact information

If you have any questions or need more information on this please call:

Alyssa Pillion, Connecticut Real Estate Management
(203) 699-9335

Jocelyn Ayer, Town of Salisbury Housing Commission Coordinator
(860) 435-5855

Authorization for Release of Information

Please submit this authorization along with a form of photo identification (such as a drivers license or passport).

The undersigned individual(s) is/are applying for housing and authorizes the release of the following information:

- Verification of Employment Income
- Verification of Other Sources of Income
- Verification of Assets
- Landlord Verification
- Credit Check
- Background Check
- Any Other Verification Necessary for Housing

You must be able to demonstrate a satisfactory history in the following areas:
Employment/income, landlord reference, lack of arrest and eviction history and favorable credit history.

It is understood that the information obtained will be kept confidential and used only in connection with the undersigned's application for housing by the landlord or landlords authorized agent.

A copy of this authorization shall be considered as the original.

Applicant:

Name: _____

Social Security # _____ Date of Birth: _____

Signature: _____ Date Signed: _____

Co-Applicant:

Name: _____

Social Security # _____ Date of Birth: _____

Signature: _____ Date Signed: _____