

Tenant Screening Checklist

This is a guide on what to ask potential tenants to provide to you as part of the tenant screening process. This is usually done once they have provided you with a deposit to hold the rental while you screen them.

- Proof of income (2 most recent pay stubs and/or tax returns).
- Full credit report and score. Can be obtained from Experian.com, freecreditreport.com, transunion.com
- Police Background check (obtained from neighborhood police station)
- Employment information (company name, employer/supervisor name and phone number) Tip: You can verify company on www.sunbiz.com
- Landlord references (landlord full name, contact info and rental address) Tip: you can verify landlord name matches property on <https://www8.miamidade.gov/Apps/PA/propertysearch/#/>
- Copy of ID.



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