

**BANK REFERENCE VERIFICATION**

Have rental applicants sign this form to permit their banks to provide you with information needed to process their application.

From: \_\_\_\_\_ To (name of bank): \_\_\_\_\_  
\_\_\_\_\_  
Branch: \_\_\_\_\_  
\_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Re: Rental Applicant: \_\_\_\_\_

I authorize you to provide the information requested below to the following rental owner/company: \_\_\_\_\_

I also authorize for automatic bank drafts from my bank account so that I do not have to worry about mailing a rent check each month, or the possibility of mailing the rent late and incurring late charges.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Dear Sir or Madam:**

Your immediate reply is requested. One of your bank customers, \_\_\_\_\_ has made application with us for a rental home and has provided your bank as a reference.

To assist us in processing the person's rental application, can you please supply us with the information requested below? The applicant has given authorization to that this information may be released. I have enclosed a self-addressed stamped envelope for your convenience or you may fax it to the following number \_\_\_\_\_.

Your reply is appreciated and will be held in strict confidence. If you need to contact me by phone, my number is \_\_\_\_\_.

Thank you for your cooperation,

Rental Owner/Manager \_\_\_\_\_

Rental applicant: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Checking account #: \_\_\_\_\_ Date opened: \_\_\_\_\_

Average balance: \_\_\_\_\_ Would a check in the amount of \$ \_\_\_\_\_ clear at this time?

Yes \_\_\_\_\_ No \_\_\_\_\_ (This is the amount of monthly rent and/or security deposit.)

Savings account #: \_\_\_\_\_ Date opened: \_\_\_\_\_

Average balance: \_\_\_\_\_ Is this a joint account? Yes \_\_\_\_\_ No \_\_\_\_\_

Does applicant currently have a loan through your bank? \_\_\_\_\_ If so, date loan created? \_\_\_\_\_

Loan #: \_\_\_\_\_ Monthly payment amount? \_\_\_\_\_

Current loan balance? \_\_\_\_\_ Payments current? \_\_\_\_\_ If not, how late? \_\_\_\_\_

This information provided by: \_\_\_\_\_

Bank title: \_\_\_\_\_ Date completed: \_\_\_\_\_