

If you are applying for Family Housing, please have this form completed and submit it with your application form.

**Landlord Reference Check Form
Moose Jaw Housing Authority**

Applicant's Name: _____
Former Landlord: _____
(Name/Address/Phone) _____

Dates of Tenancy: From: _____ To: _____
Monthly Rent Payable: \$ _____
Lease Expiry (if applicable) _____
Month-to-month Lease Yes No

Were rent payments punctual <input type="checkbox"/> Yes <input type="checkbox"/> No	If "no", did the tenant pay any arrears promptly? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Comments on Arrears:

- Pays usually on or before the 1st of the month
- Pays usually before the 15th of the month
- Usually pays late: After the 20th of the month
- Tenant call to make/discuss payment arrangements when necessary.

Other

Was there any damage to the unit? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "yes" describe:
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Complaints/Tenancy Problems

- Pet on premises when not allowed
- Others living in the unit when not on the Lease Agreement
- Noise/Disturbance/Illegal Activity _____
 # of related complaints _____
- Unit kept in poor condition and/or damages to unit
- Other:

Comments on unit and yard maintenance: <input type="checkbox"/> Excellent to Good <input type="checkbox"/> Fair to Poor <input type="checkbox"/> Unknown/not recorded in file <input type="checkbox"/> Yard: Good <input type="checkbox"/> Yard: Poor <input type="checkbox"/> Yard: Not Applicable.	
Were there any issues <input type="checkbox"/> Yes With care of the yard? <input type="checkbox"/> No	If "yes" describe:
Were there any complaints <input type="checkbox"/> Yes about noise? <input type="checkbox"/> No	Comments:
Did the tenant give <input type="checkbox"/> Yes proper notice? <input type="checkbox"/> No	Comments:
Balance owing upon \$ vacating	
Was the security deposit: Returned in Full: <input type="checkbox"/> Yes Partially returned: <input type="checkbox"/> Yes Not returned <input type="checkbox"/> Yes	If "partially returned" explain: If "not returned" explain:
Would you rent to this <input type="checkbox"/> Yes tenant again? <input type="checkbox"/> No	Comments:

Completed by: _____

Date: _____

Additional Comments: