

Date: [Date]

To: [Landlord or Property Management Name]

Address: [Landlord Address]

Phone/Email: [Landlord Contact Info]

Subject: Verification of Rent for [Tenant Name]

To Whom It May Concern,

Please be advised that [Third-Party Processor Company Name] is currently processing a financial application for [Tenant Name]. To complete our review, we require verification of their rental history at the following address: **[Rental Property Address]**.

The applicant has provided authorization for the release of this information. Please provide the following details regarding their tenancy:

- **Lease Start Date:** _____
- **Lease End Date:** _____ (or indicate if month-to-month)
- **Monthly Rent Amount:** \$ _____
- **Number of Late Payments (past 12 months):** _____
- **Outstanding Balance (if any):** \$ _____
- **General Payment History:** [] Satisfactory [] Unsatisfactory

Please return this completed form via email to **[Processor Email]** or via fax to **[Processor Fax Number]**. If you have any questions, you may contact us directly at **[Processor Phone Number]**.

Thank you for your prompt assistance.

Sincerely,

[Your Name/Signature]

[Title]

[Third-Party Processor Company Name]

Applicant Authorization:

I hereby authorize [Landlord Name] to release my rental history information to [Third-Party Processor Company Name] for the purpose of my application.

Signature: _____ Date: _____