

Tenant Rejection Letter

To: _____ Date: _____
Address: _____

We regret to inform you that your application for residency has the following adverse action:

- Your application for rental has been declined.
- We are requesting a larger security deposit for approval. Deposit required \$ _____
- You must provide us qualified lease guarantor for approval.
- Your application is denied.

The reason for this is based on one or more of the following reasons:

- | | |
|---|--|
| <input type="checkbox"/> Residence History | <input type="checkbox"/> Credit History |
| <input type="checkbox"/> Employment Information | <input type="checkbox"/> Public Criminal Records |
| <input type="checkbox"/> Insufficient Income | <input type="checkbox"/> Public Eviction Records |
| <input type="checkbox"/> Other _____ | |

Information that resulted in adverse action was received from a person or company other than a consumer reporting agency. You have the right to make a written request to us within 60 days for a disclosure of the nature of this information.

Information that resulted in adverse action was obtained from the following consumer reporting agency: _____

The consumer reporting agency did not make the decision and is not able to explain why it was made. According to the Fair Credit Reporting Act, Public Law 91-508, you have the right to review all consumer reporting information used in the evaluation of your application, and you also have the right to dispute any information on file. If you would like to receive a free copy of the information used in the decision, contact the agency within 60 days. Include you full name, date of birth, social security number, current and former address, daytime and evening phone numbers. You have the right to dispute directly with the consumer reporting agency the accuracy or completeness of the information in your file. The agency must then, within a reasonable period of time, reinvestigate and modify or remove any inaccurate information. There is no charge for this service. If reinvestigation does not resolve the dispute to your satisfaction, you have the right to have a consumer statement up to 100 words explaining your position which will be kept in your file.

Sincerely yours,

Printed Name of Owner/Agent

Hand delivered on: _____

Or

Signature

Mailed on: _____

Keep a copy of this notice with the applicant's file for 2 years.