City of Dubuque

Prospective Tenant Background Check Consent Form

Email to: DLECrecords@cityofdubuque.org or Fax to: 563-587-3849

Fair Credit Reporting Act:
https://files.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf

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Last Name _____ **First Name** _____ **Middle Name** _____

Any Other Names Used _____ **Phone Number(s)** _____

Date of Birth _____ **Biological Sex** _____ **Gender Identity** _____

Current Address: _____

Three (3) Prior Addresses (Include City, State, Zip)

1. _____
2. _____
3. _____

► **Additional household members eighteen (18) years or older:** (Name, Date of Birth)
(Additional household members eighteen (18) years or older must also complete a Prospective Tenant Background Check Consent Form)

1. _____ 3. _____
2. _____ 4. _____

Number of household members under eighteen (18) years of age: _____

Have you been *convicted* of a felony or a serious or aggravated misdemeanor in the past five (5) years? _____

I hereby consent to the use of the above information to search my ***criminal history records.*** I am of legal age and sign this as my own free act and deed. I understand what this document means and what I am agreeing to by signing it.

Signature _____ **Date** _____

DISCLAIMER: This information is being provided at the request of Landlord, and in accordance with the written instructions of the individual to whom it relates, and Landlord agrees that the decision to rent is Landlord's SOLE decision. The city of Dubuque is not an agent of Landlord nor does it guarantee or warrant the character or suitability of a tenant. The city is simply providing information requested. The department reserves the right to not disseminate data if a person's identity cannot be confirmed. If additional information is needed to confirm an identity, the form may be returned for extra identifying information.

To be Completed by Landlord

Property Agent _____

Name of Property _____

Property Address (Include Apt. #) _____

# of Bedrooms _____ Fax / Email _____

Phone # _____ Date _____

RESULTS