

Tenant Screening Checklist

Income Verification for Freelancers & Independent Contractors

1. INCOME VERIFICATION DOCUMENTS

Landlords need proof you can afford rent. Here's what to gather:

- Bank statements (last 2-3 months) - showing regular deposits
- 1099 forms or contracts (last 2 years) - showing total earnings
- Profit & loss statements (if self-employed)
- Invoice ledger or client payment history
- Letters of employment from clients (if applicable)

2. MONTHLY INCOME CALCULATION

Average Monthly Gross Income: \$ _____

Business Expenses: (\$ _____)

Net Monthly Income: \$ _____

Rent-to-Income Ratio: ____% (aim for under 30%)

3. COMMON LANDLORD QUESTIONS

Be prepared to explain:

- Why are you freelance/contractor instead of traditional employment?
- How do you get clients? (stability of income)
- What happens if client work slows down?
- Do you have savings to cover gaps?
- Can you pay first + last month rent upfront?

4. TIPS FOR FREELANCERS

1. Offer to pay extra months upfront to reduce landlord risk
2. Provide references from past landlords
3. Show a credit card limit as backup payment source
4. Offer direct bank transfer for automated rent payments
5. Keep business and personal finances somewhat separate

5. RENTAL APPLICATION CHECKLIST

- Photo ID (driver's license or passport)
- Social Security Number
- Proof of income (documents above)
- Bank account information
- Emergency contact info
- References from previous landlords
- Proof of renter's insurance (often required)