



## Rate-a-Renter TenantScore®

### New Account Checklist for:

### Apartment Management Companies, Commercial & Residential Property Management Companies, Real Estate Agents Conducting Business as a Property Manager or Apartment Complexes.

These forms can be completed online, but must be printed out, signed and faxed back to us at 888 277-2733.

1. Completed and signed [Membership Application](#)
2. Completed and signed [Subscriber Agreement](#)
3. Completed and signed [End User Certificate of Compliance](#)
4. Three (3) current or prospective signed Rental Applications and one (1) blank Rental Application.
5. A current list of all projects under contract including: *Project or Complex Name, Physical Address, Contact Person, Name & Phone Number.*  
[Confidential Property Ownership Disclosure](#)
6. A blank copy of your Management Agreement document used with your clients.
7. If you are a Corporation, a copy of file-stamped Corporate Articles.
8. A copy of your current Business License.
9. Our [2012 FCRA Notice to Consumer](#) must be signed by each applicant and kept in your records.
10. Complete this [TenantScore® card](#) if you want to customize your options.