



Reno/Sparks Association of REALTORS® Credit Report Authorization Form

The undersigned hereby authorizes the REALTOR® office specified below to run a credit report. I understand that the report will be obtained solely for the purpose of tenant screening. In the event of an adverse action based on the credit report, I may request a copy of the credit report from TransUnion Online Dispute Interface at www.transunion.com/dispute. **In order to expedite your report, please type or print clearly the information below.**

Tenant Information *(An asterisk (*) denotes a required field.)*

*Name _____ *Social Security # _____ - _____ - _____
Please print

*Spouse Name _____ *Social Security # _____ - _____ - _____
Please print

Current Address

*Address _____

*City _____ *State _____ *Zip _____

Previous Address (If less than one year at current address)

Address _____

City _____ State _____ Zip _____

*Prospective Tenant Signature _____ Date _____

*Prospective Tenant Spouse Signature _____ Date _____

REALTOR® Office Information

The undersigned agrees to retain this authorization for a minimum of three (3) years from the date of inquiry.

*Agent Name _____ Agent # _____ *Company: _____

Please email credit report to: _____

Credit reports will no longer be faxed. Contact the Association if you need any assistance in obtaining the report.

*Agent Authorization Signature _____ *Date _____

Reno/Sparks Association of REALTORS® processes credit reports between 9:00 a.m. – 4:30 p.m. Monday – Friday. Please fax this completed form to 775-823-8805 before 4:30 p.m. for same day report. Broker must have subscription to this service. Reports cannot be processed for yourself, family members or other Reno/Sparks Association of REALTORS® members. Only members with a Property Management Permit may request a credit report. If you have any questions contact the Association at 775-823-8800.

For Reno/Sparks Association of REALTORS® office use only.

Date processed _____ Date Invoiced _____ Invoice # _____ Staff initials _____