



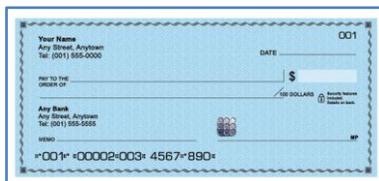
# MEMBERSHIP APPLICATION

## INSTRUCTIONS

The following form must be **PRINTED, COMPLETED, SIGNED** and either sent by **FAX** or scanned for **EMAIL**:

PLEASE UNDERSTAND THAT THE REASON FOR THIS INFORMATION IS TO PROVE BEYOND ANY DOUBT THAT YOU ARE A LANDLORD AND HAVE A LEGAL RIGHT TO OBTAIN INFORMATION ABOUT YOUR PROSPECTIVE TENANTS. WE ARE PROTECTING AGAINST IDENTITY THEFT. ANY COMPANY THAT IS NOT ASKING FOR THIS INFORMATION IS NOT A REPUTABLE COMPANY AND IS OPERATING OUTSIDE THE LEGAL LIMITS OF THE FAIR CREDIT REPORTING ACT.

1. Print, complete and sign the MEMBERSHIP APPLICATION (see page 2)
2. Send a copy of EACH:  
Driver's license (Enlarged version if possible)  
Telephone bill or Utility Bill (first page only)  
Voided check or Deposit Slip  
**(The name and address must be the same on all 3 items)**



3. FAX the information to 440-230-0317 or Toll Free to 1-855-YouRent or SCAN the information and email to [NewClient@ScreeningServices.com](mailto:NewClient@ScreeningServices.com)  
QUESTIONS? Call 440-230-2929 or Toll Free 1-855-OK2Rent

## HOW TO ORDER REPORTS

We will call/email you with your account number. Once your account is active, please fax **ONLY** the signed Tenant Release with your name, telephone number and account number clearly written at the bottom of each release. No cover page is required.

## HOW TO ORDER REPORT COPIES

Would you like copies of the credit report, evictions and criminal records?

If you would like copies of all of our research, the federal government and the credit reporting agencies require a site visit be conducted by an independent company. Costing \$54, the site visit takes only a few minutes and is done at your convenience by **TrendSource**. They will send a licensed inspector to verify that you have a locked cabinet to store the credit reports and a shredder to dispose of them correctly.

You may order your site visit from **TrendSource** via the [screeningservice.com](http://screeningservice.com) website here:

<https://www.businessverifications.com/login.aspx?source=ScreeningServices>

Not sure if you need copies now? A site visit can be ordered anytime by returning to the Home page and clicking on FAQs.



# MEMBERSHIP APPLICATION



**Screening Services**

*When a handshake isn't enough*

Subscriber is a landlord and has a permissible purpose (**to screen for tenancy**) for obtaining consumer reports, as defined by Section 604 of the Federal Fair Credit Reporting Act (15 USC 168b) as amended by the Consumer Credit Reporting Reform Act of 1996, hereinafter called "FCRA." The subscriber certifies their permissible purpose as: In connection with a tenant screening application involving the consumer.

Under the FCRA, you are required to identify your permissible purpose for requesting consumer credit data.

Your permissible purpose: \_\_\_\_\_

Anticipated number of reports each month \_\_\_\_\_ Tenants primarily from what state: \_\_\_\_\_

Subscriber will maintain copies of all written authorizations for a minimum of five (5) years from the date of inquiry per the FCRA and Executive Order 13224.

THE FCRA PROVIDES THAT ANY PERSON WHO KNOWINGLY AND WILLFULLY OBTAINS INFORMATION ON A CONSUMER FROM A CONSUMER REPORTING AGENCY UNDER FALSE PRETENSES SHALL BE FINED UNDER TITLE 18, OR IMPRISONED NOT MORE THAN TWO YEARS OR BOTH.

Subscriber shall use each consumer report only for a one-time use and shall hold the report in strict confidence, and not to disclose it to any third parties. Subscriber may disclose the report to the subject of the report only in connection with an adverse action based on the report.

With just cause, such as violation of the terms of this contract or a legal requirement, or a material change in existing legal requirements which adversely affect this Agreement, Reseller may discontinue serving the Subscriber and cancel this Agreement immediately.

The Subscriber will ensure that prior to requesting a copy of a credit report that a clear and conspicuous disclosure will be made in writing to the prospective tenant. The document must be separate from the rental application and must state that a consumer report may be obtained for tenant screening purposes. The prospective tenant must authorize in writing the procurement of the report. If the landlord decides not to rent to the prospective tenant, based on the credit report, a denial letter will be provided to the prospective tenant.

A photo ID of the prospective tenant will be reviewed by the landlord, to insure the identity of the person signing the release for the procurement of the credit report and for the accuracy of information upon which the credit report is based. Landlords MUST comply with all aspects of FACTA, disposing of reports by cross-shredding or burning.

The Landlord has reviewed the Fair Credit Reporting Act at [www.ftc.gov/credit](http://www.ftc.gov/credit)

All searches are on a best effort basis. No guarantees, promises or claims are made regarding the accuracy of search results. Screening Services and its agents shall not be held liable for damages of any type. The Subscriber assumes all related legal liability and waives all claims against MMSS and its agents.

## LANDLORD MUST SIGN BELOW

Please sign below acknowledging your understanding, direct knowledge and agreement with the information listed above and below and compliance with the FCRA and FACTA and your intentions to pay by credit card for services rendered. I understand that the information provided in this application may be used to obtain a consumer credit report and the results considered when making a decision to grant end user access. The undersigned also agrees that the exclusive jurisdiction for any action under this agreement shall be Cuyahoga County, Ohio.

LANDLORD'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

LANDLORD'S NAME (**PRINT CLEARLY**): \_\_\_\_\_ Phone \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ Fax \_\_\_\_\_

FED. TAX ID: \_\_\_\_\_ OR SOCIAL SECURITY NUMBER: \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-Mail Address \_\_\_\_\_

CREDIT CARD NUMBER: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_ CARD SECURITY CODE: \_\_\_\_\_

ADDRESS OF ALL RENTAL PROPERTIES: \_\_\_\_\_

\_\_\_\_\_