SAMPLE RENTER RESUME

Name
Current address
Phone
Email address

Objective

1-3 sentences defining your goals in living at this particular residence and why you're a great choice as a tenant.

Example: I would like to relocate from my present location to one that is convenient and walkable to both school and work. I would like to remain in this residence long-term.

Background

This tells the property manager a little about who you are.

Example: I am originally from Oak Park, IL, and relocated to Orlando, FL for school at the University of Central Florida, where I am currently enrolled as a business major. I have worked part time at the Publix at University Commons shopping center for the past two years and volunteer with the Zebra Coalition, a non-profit based in the Mills 50 neighborhood of Orlando. I have no pets and will not be moving with any roommates.

Rental History

Perhaps the most important thing on your renter resume, it should showcase your positive past as a renter. Include the name and address of each property, your rental manager, the start and end dates of your tenancy and amount of rent. You also might consider including the reason you moved.

Example:
Dean Woods Place
9871 Dean Woods Place
Orlando, FL
August 2017 – Present

Contact: Bob Smith, Property Manager (407) 555-5555
Rent: $350 (split with two roommates)
Reason I am leaving: I would like to live alone in a location that is walkable to both school and work.

Rental References

Property managers often ask for references to determine whether an applicant is a good candidate. You can include a longer-form reference letter or letters with your resume if available, but should definitely include basic contact information for several references here, three to five is ideal.

Example:
Susan Ann Brown
(407) 555-5555
susan.brown@xdomain.net

Susan has lived across the hall from my roommates and me for the past 13 months. I get her mail and packages, take care of her cat and water her plants when she travels for business.