For Email/Phone Verification:

Please send the following information. Be very precise and specific. If we input the info you give us and its wrong you will be required to pay for an additional verification(s). So double check your information and make sure you send everything we are asking for here in this checklist.

Also if you cannot provide a direct line for the verifying party then try to provide at least an area code

*Keep in mind that verifications must be executed within 7 days. The numbers we assign are temporary numbers and expire after this length of time.

-Your Full Name
-Information you need us to verify for you (such as income, pay rates, work history, previous address, rental history, etc) Be very detailed here the more information we have the better we can answer the questions on your behalf.
-Verifying Entity/Company Name, Address & Phone # (if you don't have a direct line, provide an area code of who will be calling)
-Supervisor/Landlord Name, Company Name & Address for verification (this is the name that you would like us to use as well as the company or entity. If you don't provide a name we will randomly assign one and inform you)
-If verifying work or rental history and providing dates please submit complete dates (ex. 03/20/2018 to 04/10/2020)
-If verifying Income - please provide ALL pay details (even better if you can provide actual stubs) if not it helps just to provide the same info you would submit for Paystubs (Please see Paystubs Checklist)
-Any other special details, instructions or information.
-A valid email address for us to deliver your documents to.