

Roommate Background Screening Inquiry

Date: [Insert Date]

To: [Landlord's Name]

[Landlord's Address]

[City, State, Zip]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to inquire about the background screening process for potential roommates in the rental property located at [Insert Address of the Property]. As I am considering sharing the space with a roommate, I would like to ensure that all necessary screening procedures are followed.

Could you please provide me with the following information:

- What specific background checks are conducted for potential roommates?
- Is there a fee associated with the background screening?
- What is the typical timeframe for the screening results?
- Is there any documentation required from the potential roommate?

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Contact Information]