

Roommate Background Assessment Request

Date: [Insert Date]

To: [Insert Roommate's Name]

[Insert Roommate's Address]

[Insert City, State, ZIP Code]

Subject: Background Assessment for Rental Agreement

Dear [Insert Roommate's Name],

I hope this message finds you well. As part of the process of finalizing our rental agreement, I would like to conduct a background assessment to ensure that we create a positive living environment together.

For this purpose, please provide the following information:

- Full Name
- Date of Birth
- Social Security Number (optional)
- Current Address
- Previous Addresses for the last 5 years
- Employment Information
- Personal References

This information will be kept confidential and used solely for the purposes of our rental agreement. If you have any concerns about providing this information, please feel free to discuss them with me.

Thank you for your cooperation. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Address]

[Your City, State, ZIP Code]

[Your Phone Number]