



NATIONAL TENANT NETWORK

PO Box 1664, Lake Grove, OR 97035

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Move Out (Form 2)

TENANT NAMES:

LAST

LAST

FIRST INITIAL

FIRST INITIAL

SSN

SSN

Drivers License Number

Drivers License Number

STREET ADDRESS _____ APT# _____

CITY – STATE – ZIP: _____

MOVE-OUT DATE: _____

DID THIS TENANT VIOLATE THE RENTAL AGREEMENT ? YES: _____ NO: _____

IF "YES" PLEASE CHECK LEASE VIOLATION BELOW:

1. NON-PAYMENT OF RENT:
AMOUNT DUES \$ _____

9. APARTMENT DAMAGE
AMOUNT OF DAMAGES \$ _____

2. NON-PAYMENT OF UTILITIES
AMOUNT DUE \$ _____

10. TENANT GIVEN NOTICE
11. OTHER LEASE VIOLATIONS (CALL SUBSCRIBER)

3. NSF RENT CHECKS/STOPPED PAYMENT
AMOUNT \$ _____

12. SUBSCRIBER TRYING TO LOCATE
13. REFER TO COLLECTIONS (ATTACH RENTAL APP)

4. NO MOVE OUT NOTICE
AMOUNT \$ _____

DATE OF DELINQUENCY MONTH: _____ YEAR: _____

5. EVICTION FILING REQUIRED
JUDGEMENT AMOUNT \$ _____

GOV'T HOUSING – SEC 8 / CONVENTIONAL

6. UNAUTHORIZED PETS

14. FRAUD: \$ _____

7. UNAUTHORIZED APT OCCUPANTS

15. PROGRAM VIOLATIONS (CALL SUBSCRIBER)

8. KEYS NOT RETURNED

16. PAID IN FULL

17. MOVE OUT DATE:

IS THIS INFORMATION DISPUTED BY TENANT? YES: ___ NO: ___

MANAGER SIGNATURE

DATE

ACCESS #

THE ABOVE MANAGER AGREES THAT IF ANY ITEM ON THIS FORM IS DISPUTED BY THE TENANT NOW OR IN THE FUTURE, THE MANAGER WILL PROMPTLY INVESTIGATE, REVIEW ALL RELEVANT INFORMATION AND PROMPTLY REPORT FINDINGS TO NTN. IT IS ILLEGAL TO REPORT INACCURATE INFORMATION

Notice to Subscribers

Providing Move Out (Form 2) Information

Effective October 1, 1997, the Federal Fair Credit Reporting Act (FCRA) has been amended. You will notice several additions to the NTN Move - Out Form 2 on the reverse side required by the amendments. You must fill out the NTN Form 2 *in full*. Those who furnish information to NTN on Form 2 should be familiar with Section 623 of the FCRA. You can find the FCRA on the Federal Trade Commissions Internet web site. (<http://www.ftc.gov>) Your State's law may impose additional responsibilities.

- The FCRA prohibits providing information to NTN that you know (or conscientiously avoid knowing) is inaccurate. NTN recommends that your lease agreements provide an address where a former tenant may write to dispute the information that you report on NTN's Form 2.
- If at any time you determine, whether from a letter sent to you by a former tenant or otherwise, that the information you provided on the form 2 is incomplete or inaccurate you must immediately notify NTN of the complete and accurate facts.
- If NTN notifies you that a former tenant of yours has contacted NTN to dispute Form 2 information provided by you, you must:
 1. Conduct an investigation reviewing all relevant information provided by NTN or by the tenant and promptly report the results to NTN.
 2. Complete the review and report to NTN as soon as possible. The law gives you 30 days to complete your investigation and report to NTN.
- If you are reporting delinquencies (Item 13 on the NTN Form 2) you must indicate the month and year the delinquency began.