

The tenant vetting checklist

The checks worth doing before you hand over the keys, and how to do them fairly.

Who they are

- Confirm the applicant's name and contact details, and that you're dealing with the person who'll actually live there.

Can they afford it

- Check the stated income against the job. Does the salary line up with the role?
- Apply a simple affordability rule, so the rent sits comfortably within their net income.
- Look for stable, current employment rather than a brand-new or about-to-end role.

Their track record

- Ask for references from the current and previous landlord, and an employer. Then actually contact them.
- Check the rental history: how long at each place, why they're leaving, and any unexplained gaps.

Does it add up

- Read the whole application for consistency. Do the dates, the income and the story line up?
- Note anything sparse or evasive, and ask about it before you decide.

FAIR AND LEGAL

Decide on affordability, references, rental history, occupants and pets, which are all legitimate criteria. Under the Equal Status Acts, never let any of these ten grounds influence the decision: gender, civil status, family status, sexual orientation, religion, age, disability, race or ethnic origin, membership of the Traveller community, or receipt of housing assistance such as HAP.