SAMPLE REPORT – fictional person and details, for illustration only.

Sarah Thompson

Tenant reference · order RP-SAMPLE01

Property	14 Example Street, York, YO1 0AA
Monthly rent	£1,200.00

Recommendation

Proceed

Identity verified, screening clear, employment and salary confirmed, rent history satisfactory and income comfortably meets the 30× guide.

The letting decision is the landlord's. This recommendation summarises the evidence below.

Identity and screening

Identity (document, liveness, face match)	Verified
AML, PEPs and sanctions screening	Clear: no matches
Mobile number	Verified
Right to Rent	Checked online with the applicant's share code on 2 November 2026: unlimited right to rent

Declared by the applicant

Current situation	Employed full time
Employer	Northern Design Ltd · Senior designer
Annual income (declared)	£38,500

Checks

Employer reference — Complete · Employment confirmed

Referee	Rita Patel (HR manager)
Works for the employer	Yes
Job title	Senior designer
Employment type	Permanent
Start date	1 March 2022
Salary confirmed	Yes
Salary	£38,500
Notes	Confirmed by HR from a company email address.

Income and affordability — Complete · Meets affordability

Affordability	£38,500 a year declared against £1,200 a month – 32.1× the monthly rent (rule of thumb: 30×, so £36,000 a year)
Income documents	Payslip ×3 (reviewed by Rental Pack; not attached)
Notes	Three payslips match the salary confirmed by the employer.

Insolvency register search — Complete · No matches found

Notes	Individual Insolvency Register searched by name and previous addresses.

Previous landlord reference 1 — Complete · Satisfactory

Referee	James Holt (landlord)
Tenancy dates	April 2023 – October 2026
Rent paid on time	Yes
Left with arrears	No
Looked after the property	Yes
Would rent to them again	Yes

Prepared by Rental Pack (referencing and workflow, not legal advice) for the landlord or letting agent who requested it. It reflects the information available on the issue date, including answers given by the applicant and their referees. Right to Rent remains the landlord's or agent's legal responsibility and must be

completed before the tenancy starts. Keep this report with your tenancy records and handle it in line with UK GDPR.