

# Notice of Accountability

Please read this carefully.

\_\_\_\_\_  
Names of all residents

\_\_\_\_\_  
Date

\_\_\_\_\_  
Street Address and Unit Number

\_\_\_\_\_  
City, State, Zip Code

RE: Lease dated: \_\_\_\_\_

between Bastrop Housing Authority

and \_\_\_\_\_

Dear Resident(s):

As our resident, you have been registered with a nationwide consumer reporting agency. That agency is Tenant Tracker, Inc. The function of the agency is to track and maintain records on residents, including information on your credit history and your past conduct and performance as a resident. This information is then reported to future property managers, lenders, creditors, and employers as they request it.

The management of this property is our business. We will treat you in a professional, business-like manner, and we expect to be treated the same in return. It is our policy to hold all of our residents accountable for their actions — whether favorable or unfavorable. Your reputation as a resident and as a creditworthy individual is on the line. The reputation you establish here will be with you for many years to come.

Every business person and property manager who reviews your record in the future will be aware of the favorable record you establish with us. That record should prove helpful to you. If, on the other hand, you give us cause to report unfavorable information about you to the consumer reporting agency, it will eventually be reported to employers, banks, home mortgage companies, insurance companies and other creditors with whom you wish to do business and who request a report. As required by law, you are hereby notified that a negative rental and credit report reflecting on your credit and rental record may be submitted to consumer and credit reporting agencies if you fail to fulfill the terms of your rental and credit obligations. An adverse report can make it very difficult for you in the future to:

- get the job you want,
- rent an apartment of your choice,
- get a car loan, student loan, or medical emergency loan,
- buy life insurance or medical insurance for you or your family, or
- obtain any gasoline credit cards or department store charge accounts.

You should also note that if you are a co-signer on the lease, you are **FULLY** responsible for performance of the entire lease, regardless of any other co-signer's lack of performance. Remember that a favorable record is a vital key to your future. Your record is now up to you. We are very pleased to have you as our resident and we want to make living in our community as enjoyable as possible. Please let us know if we can be of any service at any time.

Received by: (initials  
of all residents below: optional)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Owner's Representative

\_\_\_\_\_  
Date notice was (check appropriate):

- hand delivered to resident,
- or posted on inside of residents main entry,
- or sent certified mail.

\_\_\_\_\_  
Signature of Witness (optional)

P.S. In the event there is ever a dispute over the accuracy of information reported to Tenant Tracker, Inc., there are certain procedures which you may follow. Tenant Tracker's phone number is 1-800-658-9396. Also, the owner reserves the right to regularly and routinely furnish information to consumer reporting agencies about the performance of lease obligations by residents. Such information may be reported at any time, and may include both favorable and unfavorable information regarding the resident's compliance with the lease, rules, and financial obligations.