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NEWS RELEASE

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City Offers Free Tenant Screening Options to Landlords

DUBUQUE, Iowa – The City of Dubuque is offering Dubuque landlords free local criminal background checks and reimbursement of fees for Iowa and out-of-state background checks of prospective tenants.

“Screening applications is a proven way to stabilize rental properties, strengthen landlord/tenant relations, and reduce complaints,” said Dubuque Police Chief Kim Wadding. “We hope rental property owners will take advantage of this free service to help keep our neighborhoods safe, property well-maintained, and tenants accountable.”

Dubuque landlords seeking to screen prospective tenants can already receive free local background checks by the Dubuque Police Department. The City of Dubuque recently initiated a pilot program to reimburse landlords for 100 percent of the fees related to statewide or national background checks, which may include credit reports, eviction data, and criminal histories. To qualify for reimbursement, landlords must:

- Attend the Crime-Free, Multi-Housing Training;
- Establish an agreement outlining tenant behavior and expectations requiring written tenant agreement;
- Establish an eviction policy and procedure for tenants who become involved in criminal activity deemed detrimental to the neighborhood;
- Establish a written screening, evaluation, and selection policy; and
- Possess a current City of Dubuque rental license.

To receive a reimbursement, landlords must submit a Landlord Criminal Records Check Reimbursement Form to the Dubuque Police Department along with the aforementioned documentation. The form is available online at www.cityofdubuque.org/tenantscreening. For a hard copy or additional information, contact the Dubuque Police Department at 589-4410.

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