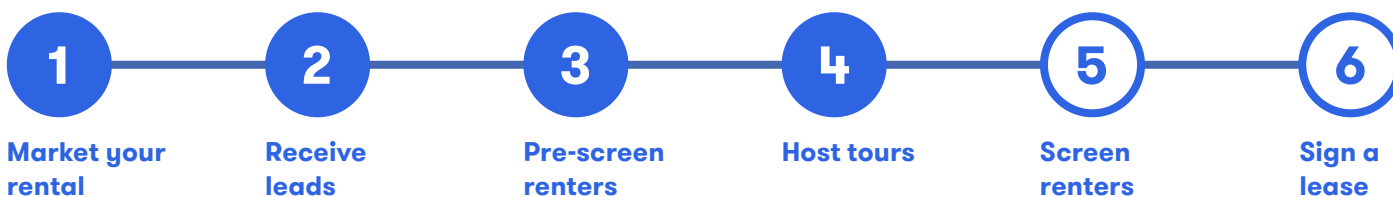# How to Screen Renters on Zumper

Now that you've successfully posted a listing on Zumper, it's time to think about screening potential renters.

When you receive interested leads on Zumper, you will be notified via email. These leads will appear in the Renters tab and be labeled as Interested. Reach out to your leads to ask pre-screening questions such as their move-in date and who else will be occupying the unit by responding directly from your email inbox. If they seem like a good fit, schedule a tour of the property.

Following your tour, you can request that any renter interested in moving in should apply. To apply, have each renter fill out a Rental Application as well as agree to submit a Credit Report and Background Check. These documents will help you assess whether or not they are financially stable and responsible.

1	2	3	4	5	6
Market your rental	**Receive leads**	**Pre-screen renters**	**Host tours**	**Screen renters**	**Sign a lease**

In this guide, we'll show you the different ways in which you can screen a renter through Zumper to help you make the most informed decision about who to lease your property to.

Copy Apply Link

Click **Copy Apply Link** on the lefthand side of your dashboard.

Click the drop-down menu to select which screening documents you would like to require from the applicant. You can choose a **Credit Report**, a **Rental Application,** or both. Credit Reports come with a background check.

Make your selection and click **Copy Apply Link**. Your custom screening link is now saved to your clipboard, meaning you can paste it into an email or text message.

Renters Tab

Click into the **Renters** tab and select All or Leads to find interested renters who have yet to apply.

Choose which renters you'd like to screen by checking the box to the left of their name and then click **Request** documents.

You can also click into any renter's profile and click **Send Request.**

You still have the option to request a Credit Report, Rental Application, or both this way.

Properties Tab

Click into the **Properties** tab to view all of your active listings.

Find the property you would like to screen for and click **Screen Renters.**

You will be prompted to choose which screening documents you want to request, a **Credit Report,** a **Rental Application**, or both.

Choose how you would like to send this request, either by email or your custom screening link.

If you choose **Apply Link,** select **Click to Copy**. Your custom screening link is now saved to your clipboard meaning you can paste it into an email, text message, or a rental ad.

If you choose **Email,** enter the email address of your applicant. If you would like to send this request to more than one person, click **Add** to enter in additional email addresses.

Regardless of how you send your request, when a renter clicks on your screening link, they will be prompted to submit the documents you require. Once a renter has completed and shared their documents with you, you will receive an email notification that the reports are ready in your account for you to review.

To view their documents, click into the **Renters** tab. The renter will now be labeled as Applied instead of Interested. Click into their profile to view their Credit Report and/or Rental Application.

The Credit and Background Reports are provided by TransUnion® and detail the renter's credit history, any eviction records, or criminal offenses.

Need help reading credit reports or determining if a renter is qualified? These resources will help you master screening renters.

1. How to Read a Renter's Credit Score

2. Landlord's Guide to Tenant Screening and Rental Applications

If you have questions or need additional support, submit a request to our Support Team at https://help.zumper.com/hc/en-us/requests/new**.**