
RHR Information Services, Inc.

May, 2004 – 10505 Wayzata Blvd., Suite 200, Mtka., MN 55305 • Tel (952) 545-3953 • Fax (952) 545-3973 • www.rhris.com

May is a wonderful time to start cleaning out the garage, cultivating the garden or organizing your property clean up events. This season RHR Information Services, Inc has performed our own version of “spring cleaning” by re-formatting our reports. We received some very helpful suggestions and comments that assisted us in creating the new look. Please feel free to comment about the new changes or share ideas you may have. We enjoy hearing from you!

Helpful Hints

Here are some helpful hints to help process your potential resident’s application faster.

1. Confirm with your prospective resident that all information written on the application is accurate and legible.
2. If you are requesting a credit report be sure to use an address the applicant has established residency with. If a temporary address is used as the current it is possible that the credit bureau may not recognize a match and may respond with “no credit found” on the applicant.
3. If you are requesting employment or rental references it is helpful to collect phone numbers of the proper contacts such as the “owner” of the property (not the person they are living with) and

the employers’ business phone number (not a cell phone).

4. Enter the application using our website. This system is easy to use and will return requests for Credit, Statewide MN BCA, SSN Fraud Protection Alert, and Statewide Court Eviction Searches with no records found within 30 seconds. If you need employment and/or rental references please send a signed release (applications) after you have submitted the application.

5. Incorporating criteria *StopSigns* onto your reports will eliminate time and money spent on unqualified prospective tenants. If you would like more information about this free service please contact Casey at 952-545-3953 (or 888-389-4023).

Enhancements

We have improved the look of our rental and employment verification fields.

This change was designed to make our reports easier to read. Plans to reformat the look to the credit section are underway and will resemble the changes made already to the other fields. Please look for the enhancement next month. We hope you find the new format useful and if you have any questions or suggestions please feel free to contact us.

Who are they?

This month we would like to introduce you RHR team members... Katie S and Katie F.

Katie S. has been with us for 4 months as the company’s Accountant. She has 5yrs of experience in the Insurance business and is a wonderful addition to our team. She is willing to assist anyone who may have billing questions or concerns directly at 952-259-3019.

Katie F. is our Customer Care Manager who has worked with RHR since her summer days off from college in 1999. She has recently graduated from Boston University and plans to attend St Thomas University this fall.

Celebrate

There is a great deal to celebrate this month. There is Mother’s Day the 9th, Cinco de Mayo the 5th, and Memorial Day the 31st. Please enjoy these and other celebrations safely. We wish you well!

Our office will be closed on Memorial Day – Mon., May 31st.