



## RENTAL APPLICATION

346 Shelburne Road, Burlington, VT 05401  
 Kaitlyn Dorey, Rentals Specialist  
 802-846-9568

WRITE ADDRESS OF RENTAL APPLYING FOR:

**CREDIT CHECK FEE:** \$13.00 for each applicant. Mail to the address above, payable: HICKOK & BOARDMAN REALTY, attn: Kaitlyn Dorey) Or, drop off at our office. Application will not be processed without credit check fee.  
**PLEASE NOTE:** Rental applications are maintained on file only if accepted or for 30 days.  
**HOW TO SUBMIT:** Fax (802-658-7616) or email (rentals@hickokandboardman.com)

### PERSONAL INFORMATION Applicant 1

Name:	
Address:	
Home Phone:	
Cell Phone:	
Work Phone:	
Date of Birth:	
Social Security:	(used to obtain credit information)
EMAIL ADDRESS:	Do you check it frequently?

### LANDLORD INFORMATION Applicant 1

Current Landlord:	
His/Her Address:	
Landlord Cell Phone:	
Landlord Home Phone:	
Period (From - To)	How long have you lived here?
Reason for Leaving?	Why are you looking for another rental?
Monthly Rent?	
Rent Includes:	
Did you give notice?	
Prior Landlord:	
His/Her Address:	
Landlord Cell Phone:	
Landlord Home Phone:	
Reason for Leaving?	Why did you move?

### EMPLOYMENT INFORMATION Applicant 1

Current Employer:	or source of income
Business Address:	
Your Position:	
Employed Since:	
Supervisor, Job Title:	
Supervisor's Direct Phone:	
<b>HOURLY EMPLOYEES</b>	
Gross Hourly Rate:	
Hours worked per week:	
Frequency of Salary:	weekly, bi-weekly, monthly?
<b>SALARIED EMPLOYEES</b>	
Gross Annual Salary	
Frequency of Salary:	weekly, bi-weekly, monthly?
<b>OTHER INCOME</b>	
From where and how much:	

<b>VEHICLE INFORMATION</b>		<i>Applicant 1</i>
Type:		
Make:		
Model:		
Year:		
Color:		
Plate ID & State Registered:		
VIN:		

<b>PETS/ANIMALS</b>		<i>Applicant 1</i>
<b>(Including fish, birds, hamsters, etc) If applicant has pet(s), deposit and/or rent may be higher than advertised</b>		
Breed:		
Name:		
Age:		
Spayed/Neutered:	YES or NO	
License Number:		
Vet's Name & Address:		
Breed:		
Name:		
Age:		
Spayed/Neutered:	YES or NO	
License Number:		
Vet's Name & Address:		

<b>EMERGENCY</b>		<i>Applicant 1</i>
<b>Incase of emergency, please notify:</b>		
Name:		
Address:		
Phone:		
Relationship:		
Name:		
Address:		
Phone:		
Relationship:		

<b>MISCELLANEOUS</b>		<i>Applicant 1</i>
Have you ever been charged with a crime?	If Yes, please provide details	
Have you ever received an eviction notice?	If Yes, please provide details	
Are you a smoker? Will there be a smoker in rental?		

<b>REAL ESTATE HISTORY</b>		<i>Applicant 1</i>
Do you own Real Estate?	If YES, where?	
Have you thought about buying after renting?		
Would you like to know about Real Estate market trends?		

<b>PERSONAL INFORMATION</b>		<i>Applicant 2</i>
Name:		
Address:		
Home Phone:		
Cell Phone:		
Work Phone:		
Date of Birth:		
Social Security:	(used to obtain credit information)	
EMAIL ADDRESS:	Do you check it frequently?	

<b>LANDLORD INFORMATION</b>		<i>Applicant 2</i>
Current Landlord:		
His/Her Address:		
Landlord Cell Phone:		
Landlord Home Phone:		
Period (From - To)	How long have you lived here?	
Reason for Leaving?	Why are you looking for another rental?	
Monthly Rent?		
Rent Includes:		
Did you give notice?		
Prior Landlord:		
His/Her Address:		
Landlord Cell Phone:		
Landlord Home Phone:		
Reason for Leaving?	Why did you move?	

<b>EMPLOYMENT INFORMATION</b>		<i>Applicant 2</i>
Current Employer:	or source of income	
Business Address:		
Your Position:		
Employed Since:		
Supervisor, Job Title:		
Supervisor's Direct Phone:		
<b>HOURLY EMPLOYEES</b>		
Gross Hourly Rate:		
Hours worked per week:		
Frequency of Salary:	weekly, bi-weekly, monthly?	
<b>SALARIED EMPLOYEES</b>		
Gross Annual Salary:		
Frequency of Salary:	weekly, bi-weekly, monthly?	
<b>OTHER INCOME</b>		
From where and how much:		

<b>VEHICLE INFORMATION</b>		<i>Applicant 2</i>
Type:		
Make:		
Model:		
Year:		
Color:		
Plate ID & State Registered:		
VIN:		

<b>PETS/ANIMALS</b>		<i>Applicant 2</i>
<b>(Including fish, birds, hamsters, etc) If applicant has pet(s), deposit and/or rent may be higher than advertised)</b>		
<b>Breed:</b>		
<b>Name:</b>		
<b>Age:</b>		
<b>Spayed/Neutered:</b>	YES or NC	
<b>License Number:</b>		
<b>Vet's Name &amp; Address:</b>		
<b>Breed:</b>		
<b>Name:</b>		
<b>Age:</b>		
<b>Spayed/Neutered:</b>	YES or NC	
<b>License Number:</b>		
<b>Vet's Name &amp; Address:</b>		

<b>EMERGENCY</b>		<i>Applicant 2</i>
<b>Incase of emergency, please notify:</b>		
<b>Name:</b>		
<b>Address:</b>		
<b>Phone:</b>		
<b>Relationship:</b>		
<b>Name:</b>		
<b>Address:</b>		
<b>Phone:</b>		
<b>Relationship:</b>		

<b>MISCELLANEOUS</b>		<i>Applicant 2</i>
<b>Have you ever been charged with a crime?</b>	If Yes, please provide details	
<b>Have you ever received an eviction notice?</b>	If Yes, please provide details	
<b>Are you a smoker? Will there be a smoker in rental?</b>		

<b>REAL ESTATE HISTORY</b>		<i>Applicant 2</i>
<b>Do you own Real Estate?</b>	If YES, where?	
<b>Have you thought about buying after renting?</b>		
<b>Would you like to know about Real Estate market trends?</b>		

<b>SIGNATURES</b>	<b>Please read the following prior to signing this RENTAL APPLICATION</b>
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I warrant that the following information supplied is true and correct, and that I am at least 18 years of age. I have been informed that Hickok & Boardman Realty is a member of the Vermont Apartment Owners Association, LLC, and may check my credit with Credit Bureau Services of Vermont to evaluate my qualifications as a potential tenant; to evaluate my qualifications if the lease is to be renewed and for rent collection purposes if required. Any information derived from credit reports or other resources will be kept confidential and not revealed to any outside party. I hereby acknowledge that false information given in this Rental Application may constitute grounds for rejection of this application and termination of my lease.

I, the undersigned Applicant(s), have read and agreed to all the provisions of this Rental Application

**Applicant 1:** Signature \_\_\_\_\_ Date: \_\_\_\_\_  
**Applicant 2:** Signature \_\_\_\_\_ Date: \_\_\_\_\_

# EMERGENCY CONTACT SHEET

## Quick Reference for Owner

Please list everyone that will be occupying rental.

### TENANTS

#### ADULTS OCCUPYING PREMISES

1	_____
2	_____
3	_____
4	_____

### CHILDREN

#### LIST CHILDREN'S NAMES AND AGES

1	_____
2	_____
3	_____
4	_____
5	_____
6	_____
7	_____

### PETS

1	_____
2	_____
3	_____
4	_____