



Thank you for your interest in this rental property.

Your application must be completed in full in order to be considered for occupancy. In addition to the application, please submit this completed check list with your application.

Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Desired Move-In Date: \_\_\_\_\_

The Simpson Companies charges a \$30.00 fee for all individuals 18 and older for a criminal and credit background check. This payment is due when application is submitted. Checks and money orders are the only acceptable payment and must be made payable to The Simpson Companies. Applicants who submit by email may have 3 business days to submit payment, however if payment is not received by 3<sup>rd</sup> business day then application will not be considered.

Applications can be submitted in the following manner:

Email: [RENTALS@SimpsonCompanies.com](mailto:RENTALS@SimpsonCompanies.com)

Fax: (802) 295-6544

Hand delivered: The Simpson Companies, 2458 Christian St., White River Jct., VT 05001

Mail: The Simpson Companies, P.O. Box 1081, Norwich, VT 05055.

**Construction | Facility Management | Real Estate | Development**

**P.O. Box 1081 | Norwich, VT 05055 | Phone: 802-295-7961 Fax: 802-295-6544**

**[RENTALS@SimpsonCompanies.com](mailto:RENTALS@SimpsonCompanies.com) | [www.SimpsonCompanies.com](http://www.SimpsonCompanies.com)**

## RENTAL APPLICATION

PLEASE COMPLETE THE APPLICATION IN ITS ENTIRETY.  
APPLICATIONS THAT ARE MISSING INFORMATION  
OR ARE DIFFICULT TO READ MAY LEAD TO DELAY IN PROCESS TIME.

Household Composition – List all adults, including yourself, who will reside in the property		
Name & Current Address of Applicant (First, MI, Last)	Date of Birth & Social Security #	Contact Phone # and Email Address
1.		
2.		

If more than 2 adults (18 years +) in house hold please complete a separate application

Household Composition – List all children (under age 18) who will be residing on the property	
Name (First, MI, Last)	Date of Birth
1.	
2.	

Do you intend to have a pet live here? Y / N Details: \_\_\_\_\_

Income – All sources of regularly received monies must be listed regardless of recipient's age		
Applicant Name	Source of Income*	Amount/Month
1.	Wages-Gross Monthly Amount (Pre-Tax) Employer Name: _____ Supervisor Name: _____ Contact Info: _____	
2.	Wages-Gross Monthly Amount (Pre-Tax) Employer Name: _____ Supervisor Name: _____ Contact Info: _____	

Other income to be aware of: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Current Landlord Reference				
Applicant Name	Name of Landlord & Email Address	Landlord Phone Number	Address of Property Rented	Dates Rented & Rent Paid <small>MM/YY-MM/YY &amp; \$\$</small>
1.				
2.				

Previous Landlord Reference				
Applicant Name	Name of Landlord & Email Address	Landlord Phone Number	Address of Property Rented	Dates Rented & Rent Paid <small>MM/YY-MM/YY &amp; \$\$</small>
1.				
2.				

Professional References (2 per applicant)				
Applicant Name	Name & Email of Professional Reference	Reference Phone #	Name & Email of Professional Reference	Reference Phone #
1.				
2.				

Banking Information			
Applicant Name	Bank Name	Account Type <small>(ck, svg, etc.)</small>	Average Balances
1.			
2.			

Other asset information to be aware of: \_\_\_\_\_

\_\_\_\_\_

Debt Information				
Applicant Name	Bank Name	Account Type (mortgage, car pmt., credit card)	Current Balance	Monthly Payment
1.	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
2.	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Other financial obligations to be aware of: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has any applicant ever filed bankruptcy or are there any judgments of collection ? Y / N Details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is any member of your household an active member of the U.S. Military? If yes, please provide details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Automobile Information				
Applicant Name	Make/Model	Color	License Plate	State
1.				
2.				

Emergency Contact Information				
Applicant Name	Name of Contact & Email Address	Phone Number	Address	Relationship
1.				
2.				

Has any member of the household ever been convicted of a crime? If so, please provide details:

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### CONSENT TO THE RELEASE OF INFORMATION

I/We, the undersigned, authorize The Simpson Companies, the Landlord and its agents to obtain an investigative consumer credit report including but not limited to credit history, landlord/tenant court record search, criminal record search and registered sex offender search. I/We authorize the release of information from previous or current landlords, employers, and bank representatives. This investigation is for resident screening purposes only, and is strictly confidential.

I/We hereby acknowledge and agree to a check of any criminal record of convictions, which may be maintained by the following agencies:

☒ Vermont Criminal Information Center

☒ FBI/NCIC

☒ ScreeningOne

I/We understand that the results of that check will be made available to The Simpson Companies, LLC for use in reviewing my suitability as a tenant. I/We further understand that I/We have the right to appeal the results of the criminal record check to the Vermont Criminal Information Center, Department of Public Safety, 103 South Main Street, Waterbury, VT 05671-2101.

I/We understand if I/we fail to meet the minimum standards for qualification due to information received from any sources, or if I/we fail to perform during the application process, my/our application will be declined. I/We understand information provided in this application may be used at any time during the course of my/our tenancy.

Applicant Signatures	
<b>Applicant Name (please print)</b>	
1.	<div><div>Signature</div><div>Date</div></div>
2.	<div><div>Signature</div><div>Date</div></div>

*The Simpson Companies is committed to compliance with all federal, state and local fair housing laws. The Simpson Companies will not discriminate against any person because of race, color, religion, national origin, sex, familial status, disability or any other specific classes protected by applicable laws.*



Before submitting your application please confirm the following:

The address of the property you are applying to is written on the application.

- ☐ All line items of application are complete.
- ☐ Application includes Social Security Numbers for ALL individuals 18 years of age or older.
- ☐ Application includes current address, phone number and email address for ALL individuals 18 years of age or older.
- ☐ Proof of income/ability to pay rent is included with application.
- ☐ A copy of current government issued Driver's License, NonDriver's License or Passport for all individuals over 18 are included with application.
- ☐ The application is signed by all individuals 18 years of age or older.
- ☐ I \_\_\_\_\_ have / \_\_\_\_\_ have not paid the \$30.00 criminal/credit background check per individual 18 years of age and older.
- ☐ I understand my application will not be considered if criminal/credit background fee is not paid within 3 business days of application submittal.

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