

Verification of occupied rental unit.

Please be advised that _____ has been a tenant since _____. The household consists of _____ adults and _____ children. The rent amount is \$ _____ and is due on the _____ of each month. Was a lease required? _____

Is the tenant behind in rent? _____. If so, what amount is currently owed? _____. Last date payment was rendered? _____

Has a security deposit been required? _____. Amount \$ _____

Has this amount been paid in full? _____. Balance due? \$ _____

Did someone other than the tenant pay the security deposit? _____. If "yes" Who? _____

Landlords/Managers - Please complete the following in full.

Is the rental unit in an Apartment building ____ Single home _____

Duplex ____ Mobil home _____ room _____.

Please indicate what utilities, furniture, or appliances are included.

Heat {gas, oil, electric, wood} _____ Lights _____ Gas _____ Water _____

Hot water {gas, oil, electric} _____ Furniture _____ Stove {gas/electric} _____

Refrigerator _____ Other _____

Total number of rooms _____ Number of bedrooms _____. Does the apartment have its own kitchen and bathroom? _____.

Is the tenant {or any children living in the unit} a relative, spouse, or significant other to the landlord? _____. If yes, please state the relationship _____.

Address of rental unit _____

To be completed if tenant is responsible for heat.

Type of heat _____ If oil, kerosene, or gas, are tanks clearly marked for the apartment? _____ If electric, is the meter clearly marked for the apartment? _____.

Legal owner of the property _____

Complete address _____

Phone number _____

Agent or manager _____

Agent/manager address _____

Phone number _____

Owner/manager signature _____

Owner and/or managers please contact Dexter General Assistance if housing composition changes.