



HOW TO FIND A RENTAL UNIT

Where to Look

1. Check the classified section of local newspapers under Housing for Rent or Lease and Apartments for Rent or Lease.
2. Check bulletin boards in laundromats, supermarkets, credit unions, etc.
3. Check with friends or neighbors. They may know of places that are available.
4. Look for yard signs in the area where you want to live offering "House or Apartment for Rent".
5. Check with Real Estate offices or rental agencies.
6. Check the bulletin boards in the Planning Department for updated listings.

Questions to Ask Prospective Landlord

1. The names, address, and phone number of the owner or his agent.
2. The full address of the home.
3. The number of bedrooms in the home.
4. The amount of rent being asked.
5. What, if any, utilities are included in the rent.
6. Any special restrictions the landlord has, such as no pets.



Make an Appointment

If the housing might be what you are looking for, ask for an appointment to see it. Be sure to keep the appointment and be on time. You may want to arrive early to look around the neighborhood.

Helpful Tips

1. In an effort to minimize distractions and make a good impression when meeting with a landlord for the first time, if you have children, make arrangements with a responsible family member, friend or neighbor to provide childcare.
2. Be prepared to provide the name, address and phone number of previous landlords for references.

Negotiating the Lease

If you find a unit you like and your portion of the rent plus utilities (gross rent) is no more than 40% of your monthly-adjusted income, complete the Request for Tenancy Approval, sample lease, and utility schedule and return them to the Town as soon as possible. The Town will make an appointment with the landlord to further explain the program, answer any questions, and complete a housing inspection. If the housing unit is approved, a lease will be drawn up between you and the landlord.