



Energy Assistance Rental Verification

*This form is to be completed in its entirety by the **landlord or property manager only**. Your application for Energy Services Programs cannot be completed without this form. Please circle answers.*

Date Completed: _____

1. Please list **EVERYONE** residing in the unit:

2. Physical address of Tenant(s) _____

3. Move-in Date: _____ Move-out Date: _____

4. Is this tenant a Boarder? **Yes No** → (If yes, must be a certified boarding house and have an official lease)

5. Is this a: **House Mobile Home Duplex Apartment Boarding House**

6. Number of rooms **not including bathrooms, closets and pantries:** _____

7. Type of heating fuel: **Oil Kerosene Wood Pellets Propane Electric Coal Natural Gas**

8. Utilities included in rent: **Heat Hot Water Electric None**

9. If heat is not included, does the tenant reimburse the landlord? **Yes No**

9a) What is the Tenant's % of the bill? _____%

9b) Please provide copy of the fuel bill. Reimbursements will be paid directly to the fuel company.

10. Amount of rent paid: \$ _____ **Weekly Bi-Weekly Monthly**

10a. Amount of rent currently past due: \$ _____

10b. Is this Section 8 or Subsidized? **Yes No**

If yes, what is the Tenant's portion? \$ _____

Signature of Landlord/Manager (please circle title)

Check payable to (if business, list name or LLC)

Landlord's physical address (no PO Box)

Landlord's mailing address

Landlord's phone number

Tax payer ID or Social Security number

Landlord's email address

① An updated W9 is required to be submitted every year

06/3/2022 JP