Rental Search Log

Contents

Important Message for Renters

Rental Contact Sheets

Fair Housing Rights

Notes

© Fair Housing Justice Center, Inc (FHJC)
October, 2020
Important Message for Renters

At the Fair Housing Justice Center (FHJC), we understand that locating affordable rental housing is no simple or easy matter. Finding just the right apartment or home can be a time-consuming, confusing, costly, and often frustrating process. Locating a place to live can also be an exciting time filled with new opportunities and challenges. Whatever your experience, the process of locating suitable rental housing requires a lot of hard work and demands that you give careful thought and consideration to a wide variety of factors. This Rental Search Log is designed to help you as you search for suitable rental housing.

This Rental Search Log enables you to keep track of your search for a home or apartment so that you can more easily evaluate the full range of choices that are available to you. Use the Rental Contact sheets in this Log to record information obtained from rental housing providers you call or visit. Take notes about your likes and dislikes after viewing rental units. Keep track of rents, security deposits, lease terms, as well as the features and amenities for each rental unit. Having this information can help you compare all of your options and make an informed decision about where you want to live.

Fair housing is the law of the land. Local, state, and federal fair housing laws that make certain forms of housing discrimination illegal. Fair housing is a civil right that protects all of us from unlawful discrimination. As you search for housing, you have a right to freely choose a place to live without being subjected to illegal discrimination. Once you have found a place to live, you also have a right to reside in and enjoy the housing free from discrimination. Hopefully, you will never encounter housing discrimination, but it is still important that you know your rights.

A more detailed description of your fair housing rights appears in the back of this Log for your information and convenience.

Keep in mind that finding a place to live takes time. Try not to get discouraged if you are unable to locate something you like on your first few visits. Be persistent, do not give up, and make an informed choice—one that is best for you and everyone in your household.
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:____________________  Phone #:____________________

E-Mail (if applicable):____________________  Company Name: (if known)____________________

General Comments:____________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:

Apartment # (if applicable) #: ______  Number of Bedrooms: ______  Number of Baths: ______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:____________________

Date Available:____________________  Application Fee: $____________________

Rent Asked: $____________________  Security Deposit Required: $____________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:____________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:____________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:____________________

Total # of Units in Building:__________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:____________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:____________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:____________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent  ☐ Other:__________________________  Phone #(s):__________________________

E-Mail (if applicable):__________________________  Company Name: (if known)__________________________

General Comments:__________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:__________________________

Apartment # (if applicable) #:_______ Number of Bedrooms:_______ Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit  ☐ Other:__________________________

Date Available:__________________________  Application Fee: $__________________________

Rent Asked: $__________________________  Security Deposit Required: $__________________________

Other Fees (describe):__________________________

Type of Rental Agreement/Length of Lease:__________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:__________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:__________________________

Total # of Units in Building:_______  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:__________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:__________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:__________________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

---

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:_________________ Phone #(s)_________________

E-Mail (if applicable):_________________ Company Name: (if known)_________________

General Comments:_________________

---

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________

Apartment # (if applicable) #: ________ Number of Bedrooms:______ Number of Baths:_____

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:_________________

Date Available:_________________ Application Fee: $_________________

Rent Asked: $_________________ Security Deposit Required: $_________________

Other Fees (describe):_________________

Type of Rental Agreement/Length of Lease:_________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:_________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:_________________

Total # of Units in Building:__________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:_________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

_________________

Comments:_________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>______________________</td>
<td>________________</td>
</tr>
<tr>
<td>______________________</td>
<td>________________</td>
</tr>
<tr>
<td>______________________</td>
<td>________________</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other: ____________________ Phone #(s)____________________

E-Mail (if applicable):________________________ Company Name: (if known)____________________

General Comments:________________________

**RENTAL UNIT INFORMATION**

Address of Unit for Rent:________________________

Apartment # (if applicable) #: ________ Number of Bedrooms: ________ Number of Baths: ________

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other: ____________________

Date Available: ________________ Application Fee: $____________________

Rent Asked: $___________________ Security Deposit Required: $____________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other: ____________________

Total # of Units in Building: ________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________________

Comments:________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

________________________

Comments:________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson ☐ Property Manager/Leasing Agent ☐ Owner ☐ Superintendent
☐ Other:_________________________ Phone #(s):_________________________

E-Mail (if applicable):_________________________ Company Name: (if known)_________________________

General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________________

Apartment # (if applicable) #: __________ Number of Bedrooms: _______ Number of Baths: _______
☐ Apartment ☐ House ☐ Townhouse ☐ Condo Unit ☐ Co-op Unit
☐ Other:_________________________

Date Available:_______________ Application Fee: $_________________________

Rent Asked: $_________________________ Security Deposit Required: $_________________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:_________________________

Utilities Included in Rent: ☐ Heat ☐ Electric ☐ Water ☐ Gas

Type of Heat Provided:

Type of Air Conditioning: ☐ Central ☐ Window Unit ☐ None

Appliances Included in Rent: ☐ Stove ☐ Refrigerator ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking ☐ Laundry Room ☐ Cable

Other:_________________________

Total # of Units in Building:___________ ☐ Walk-Up ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:_________________________

☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?
□ Newspaper Ad  □ Web/App Listing  □ Referral   □ Other
Please list the specific source (which newspaper, website, app, person):

Name of Agent Contacted:
□ Broker/Salesperson  □ Property Manager/Leasing Agent   □ Owner   □ Superintendent
□ Other:_________________________ Phone #(s)_________________________
E-Mail (if applicable):_________________________ Company Name: (if known)_________________________
General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________________
Apartment # (if applicable) #: ________ Number of Bedrooms: ________ Number of Baths: ________
□ Apartment  □ House  □ Townhouse  □ Condo Unit  □ Co-op Unit
□ Other:_________________________
Date Available:_________________________ Application Fee: $_________________________
Rent Asked: $_________________________ Security Deposit Required: $_________________________
Other Fees (describe):_________________________
Type of Rental Agreement/Length of Lease:_________________________
Utilities Included in Rent: □ Heat  □ Electric  □ Water  □ Gas
Type of Heat Provided:_________________________
Type of Air Conditioning: □ Central  □ Window Unit  □ None
Appliances Included in Rent: □ Stove  □ Refrigerator  □ Dishwasher
Amenities/Services Included in Rent: □ Parking  □ Laundry Room  □ Cable
□ Other:_________________________
Total # of Units in Building: ________ □ Walk-Up □ Elevator
□ Pets Allowed – Restrictions/Fees:_________________________
□ Will Accept Rental Subsidy (if applicable) □ Rent Stabilized
□ Reason(s) for Deciding Not to Rent Unit:_________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
</tbody>
</table>
|                       | ☐ Text

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:_________________________  Phone #(s)_________________________

E-Mail (if applicable):_________________________  Company Name: (if known)_________________________

General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________________

Apartment #: __________ Number of Bedrooms: ______  Number of Baths: ______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:_________________________

Date Available:_________________________  Application Fee: $________

Rent Asked: $_________________________  Security Deposit Required: $_________________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:_________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:_________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:_________________________

Total # of Units in Building: __________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________________

Date/Time of Contacts

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent  
☐ Other:_________________________ Phone #(s)_________________________

E-Mail (if applicable):_________________________ Company Name: (if known)_________________________

General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________________

Apartment # (if applicable) #: _______ Number of Bedrooms:_______ Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:______________________________________________

Date Available:_______________ Application Fee: $_________________________

Rent Asked: $____________________ Security Deposit Required: $_________________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:_________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:______________________________________________

Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:

☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:

______________________________________________________________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

______________________________________________________________________________

Comments:___________________________________________________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent  ☐ Other:__________________________  Phone #:_____________________

E-Mail (if applicable):__________________________  Company Name: (if known)__________________________

General Comments:__________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:__________________________

Apartment # (if applicable) #: ______  Number of Bedrooms: ______  Number of Baths: ______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit  ☐ Other:

Date Available:__________________________  Application Fee: $__________________________

Rent Asked: $__________________________  Security Deposit Required: $__________________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:__________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:__________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable  ☐ Other:

Total # of Units in Building: ______  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized  ☐ Reason(s) for Deciding Not to Rent Unit:

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:__________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:________________________

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:________________________  Phone #(s):________________________

E-Mail (if applicable):________________________  Company Name: (if known)________________________

General Comments:________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________

Apartment # (if applicable):_________ Number of Bedrooms:_________ Number of Baths:_________

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:________________________

Date Available:________________________  Application Fee: $_________

Rent Asked: $_________  Security Deposit Required: $_________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:________________________

Total # of Units in Building:_________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>□ Phone Call</td>
</tr>
<tr>
<td></td>
<td>□ Visit</td>
</tr>
<tr>
<td></td>
<td>□ Email</td>
</tr>
<tr>
<td></td>
<td>□ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:____________________ Phone #(s):________________________

E-Mail (if applicable):________________________ Company Name: (if known):________________________

General Comments:______________________________________________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:__________________________________________________________

Apartment # (if applicable) #: _________ Number of Bedrooms: _________ Number of Baths: _________

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:________________________________________________________

Date Available:_____________ Application Fee: $______________________________

Rent Asked: $________________________ Security Deposit Required: $________________

Other Fees (describe):__________________________________________________________

Type of Rental Agreement/Length of Lease:________________________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:__________________________________________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:________________________________________________________

Total # of Units in Building:___________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:______________________________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:___________________________________________________________________
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other
Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:_________________ Phone #(s)_________________
E-Mail (if applicable):_________________ Company Name: (if known)_________________
General Comments:_________________

**RENTAL UNIT INFORMATION**

Address of Unit for Rent:___________________________________________
Apartment #: (if applicable): _______ Number of Bedrooms: _______ Number of Baths: _______
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit
☐ Other:_________________
Date Available:_______________ Application Fee: $_________________
Rent Asked: $_________________ Security Deposit Required: $_________________
Other Fees (describe):_____________________________________________
Type of Rental Agreement/Length of Lease:____________________________
Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas
Type of Heat Provided:_____________________________________________
Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None
Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher
Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable
Other:_________________________
Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator
☐ Pets Allowed – Restrictions/Fees:_______________________________
☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:_________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

_________________________
Comments:_________________________
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other
Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>______________________</td>
<td>__________________</td>
</tr>
<tr>
<td>______________________</td>
<td>__________________</td>
</tr>
<tr>
<td>______________________</td>
<td>__________________</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:________________________  Phone #(s):________________________

E-Mail (if applicable):________________________  Company Name: (if known)________________________

General Comments:________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________________________

Apartment # (if applicable) #: _______ Number of Bedrooms:_______ Number of Baths:_______
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit
☐ Other:________________________

Date Available:________________________  Application Fee: $________________________

Rent Asked: $________________________  Security Deposit Required: $________________________

Other Fees (describe):________________________

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:________________________

Total # of Units in Building:___________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:________________________
Rental Contact No: 

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other: ____________________________ Phone #(s) ____________________________

E-Mail (if applicable): ____________________________ Company Name: (if known) ____________________________

General Comments: ____________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent: ____________________________

Apartment # (if applicable): ________ Number of Bedrooms: ________ Number of Baths: ________

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other: ____________________________

Date Available: ________________ Application Fee: $ ________________

Rent Asked: $ ________________ Security Deposit Required: $ ________________

Other Fees (describe): ____________________________

Type of Rental Agreement/Length of Lease: ____________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided: ____________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other: ____________________________

Total # of Units in Building: ________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees: ____________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit: ____________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

____________________________

Comments: ____________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other
Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson       ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:_________________ Phone #(s)_____________________
E-Mail (if applicable):_________________________ Company Name: (if known)_________________
General Comments:____________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:______________________________
Apartment # (if applicable) #:_________ Number of Bedrooms:_______ Number of Baths:_______
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit
☐ Other:______________________________
Date Available:_________________ Application Fee: $_________________
Rent Asked: $_________________ Security Deposit Required: $_________________
Other Fees (describe):_________________________________________
Type of Rental Agreement/Length of Lease:_________________________
Utilities Included in Rent:☐ Heat  ☐ Electric  ☐ Water  ☐ Gas
Type of Heat Provided:_________________________________________
Type of Air Conditioning:☐ Central  ☐ Window Unit  ☐ None
Appliances Included in Rent:☐ Stove  ☐ Refrigerator  ☐ Dishwasher
Amenities/Services Included in Rent:☐ Parking  ☐ Laundry Room  ☐ Cable
Other:_______________________________________________________
Total # of Units in Building:_________ ☐ Walk-Up  ☐ Elevator
☐ Pets Allowed – Restrictions/Fees:________________________________
☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:________________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

______________________________________________________________
Comments:____________________________________________________
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?

- Newspaper Ad  
- Web/App Listing  
- Referral  
- Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Phone Call</td>
</tr>
<tr>
<td></td>
<td>Visit</td>
</tr>
<tr>
<td></td>
<td>Email</td>
</tr>
<tr>
<td></td>
<td>Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

- Broker/Salesperson  
- Property Manager/Leasing Agent  
- Owner  
- Superintendent  
- Other:_________________________  Phone #(s):_________________________

E-Mail (if applicable):_________________________  Company Name: (if known):_________________________

General Comments:_________________________

**RENTAL UNIT INFORMATION**

Address of Unit for Rent:_________________________

Apartment # (if applicable):_______  Number of Bedrooms:_______  Number of Baths:_______

- Apartment  
- House  
- Townhouse  
- Condo Unit  
- Co-op Unit  

Other:_________________________

Date Available:_________________________  Application Fee: $_________________________

Rent Asked: $_________________________  Security Deposit Required: $_________________________

Other Fees (describe):_________________________

Type of Rental Agreement/Length of Lease:_________________________

Utilities Included in Rent:

- Heat  
- Electric  
- Water  
- Gas

Type of Heat Provided:_________________________

Type of Air Conditioning:

- Central  
- Window Unit  
- None

Appliances Included in Rent:

- Stove  
- Refrigerator  
- Dishwasher

Amenities/Services Included in Rent:

- Parking  
- Laundry Room  
- Cable

Other:_________________________

Total # of Units in Building:_______  Walk-Up  

- Elevator

Pets Allowed – Restrictions/Fees:_________________________

- Will Accept Rental Subsidy (if applicable)  
- Rent Stabilized

Reason(s) for Deciding Not to Rent Unit:_________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________________

Date/Time of Contacts  

- Phone Call  
- Visit  
- Email  
- Text  

- Phone Call  
- Visit  
- Email  
- Text  

- Phone Call  
- Visit  
- Email  
- Text  

- Phone Call  
- Visit  
- Email  
- Text  

- Phone Call  
- Visit  
- Email  
- Text
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent  ☐ Other:________________________

Phone #(#s):________________________________

E-Mail (if applicable):________________________

Company Name: (if known)_____________________

General Comments:____________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_____________________

Apartment # (if applicable) #: _______ Number of Bedrooms:_______ Number of Baths:_______
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:____________________________________

Date Available:___________________________ Application Fee: $__________

Rent Asked: $___________________________ Security Deposit Required: $__________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:_____________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:____________________________________

Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_____________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________________________________________
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

________________________________________________________________________

________________________________________________________________________

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other: __________________________ Phone #(s): __________________________

E-Mail (if applicable):_________________________ Company Name: (if known)__________________

General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:__________________________________________________________

Apartment # (if applicable): _______ Number of Bedrooms: _______ Number of Baths: _______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other: __________________________

Date Available:_______________ Application Fee: $_______________

Rent Asked: $_______________ Security Deposit Required: $_______________

Other Fees (describe): ____________________________

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other: __________________________

Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

________________________________________________________________________

Comments:_________________________

________________________________________________________________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:_________________________  Phone #(s):_________________________

E-Mail (if applicable):_________________________  Company Name: (if known)_________________________

General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________________

Apartment # (if applicable) #: __________  Number of Bedrooms:_______  Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:_________________________

Date Available:_________________________  Application Fee: $_________________________

Rent Asked: $_________________________  Security Deposit Required: $_________________________

Other Fees (describe):_________________________

Type of Rental Agreement/Length of Lease:_________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:_________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:_________________________

Total # of Units in Building:__________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:_________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:____________________  Phone #:____________________

E-Mail (if applicable):____________________  Company Name: (if known)____________________

General Comments:____________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:____________________

Apartment # (if applicable) #: ________  Number of Bedrooms:_______  Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:____________________

Date Available:______________  Application Fee: $______________

Rent Asked: $______________  Security Deposit Required: $______________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:____________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:____________________

Total # of Units in Building:_______  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:____________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

____________________

Comments:____________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>□ Phone Call</td>
</tr>
<tr>
<td></td>
<td>□ Visit</td>
</tr>
<tr>
<td></td>
<td>□ Email</td>
</tr>
<tr>
<td></td>
<td>□ Text</td>
</tr>
<tr>
<td></td>
<td>□ Phone Call</td>
</tr>
<tr>
<td></td>
<td>□ Visit</td>
</tr>
<tr>
<td></td>
<td>□ Email</td>
</tr>
<tr>
<td></td>
<td>□ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:________________________________ Phone #(s):__________________________

E-Mail (if applicable):_________________________ Company Name: (if known)____________________

General Comments:________________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_______________________________________________

Apartment # (if applicable):_______ Number of Bedrooms:_______ Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:________________________________

Date Available:______________ Application Fee: $______________________

Rent Asked: $__________________ Security Deposit Required: $__________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:______________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:______________________________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:______________________________________________________________

Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:____________________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:______________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

____________________________________________________________________

Comments:__________________________________________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad    ☐ Web/App Listing    ☐ Referral    ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson    ☐ Property Manager/Leasing Agent    ☐ Owner    ☐ Superintendent
☐ Other:_________________ Phone #(s):_________________

E-Mail (if applicable):_________________ Company Name: (if known)_________________

General Comments:_________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________

Apartment # (if applicable) #: _______ Number of Bedrooms:_______ Number of Baths:_______

☐ Apartment    ☐ House    ☐ Townhouse    ☐ Condo Unit    ☐ Co-op Unit

☐ Other:_________________

Date Available:_______________ Application Fee: $_____________

Rent Asked: $_______________ Security Deposit Required: $_____________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:_________________

Utilities Included in Rent: ☐ Heat    ☐ Electric    ☐ Water    ☐ Gas

Type of Heat Provided:_________________

Type of Air Conditioning: ☐ Central    ☐ Window Unit    ☐ None

Appliances Included in Rent: ☐ Stove    ☐ Refrigerator    ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking    ☐ Laundry Room    ☐ Cable

Other:_________________

Total # of Units in Building:___________ ☐ Walk-Up    ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:_________________

☐ Will Accept Rental Subsidy (if applicable)    ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________

Comments:_________________
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>______________________</td>
<td>________________</td>
</tr>
<tr>
<td>______________________</td>
<td>________________</td>
</tr>
<tr>
<td>______________________</td>
<td>________________</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:__________________ Phone #(s)__________________

E-Mail (if applicable):________________ Company Name: (if known)________________

General Comments:________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:__________________

Apartment # (if applicable):_______ Number of Bedrooms:_______ Number of Baths:_______
☐ Apartment ☐ House ☐ Townhouse ☐ Condo Unit ☐ Co-op Unit
☐ Other:________________

Date Available:_______________ Application Fee: $_______________
Rent Asked: $_______________ Security Deposit Required: $_______________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:________________

Utilities Included in Rent: ☐ Heat ☐ Electric ☐ Water ☐ Gas

Type of Heat Provided:________________

Type of Air Conditioning: ☐ Central ☐ Window Unit ☐ None

Appliances Included in Rent: ☐ Stove ☐ Refrigerator ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking ☐ Laundry Room ☐ Cable
☐ Other:________________

Total # of Units in Building:__________ ☐ Walk-Up ☐ Elevator
☐ Pets Allowed – Restrictions/Fees:________________
☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:_________________ Phone #(s)_________________

E-Mail (if applicable):_________________ Company Name: (if known)_________________

General Comments:_________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________

Apartment # (if applicable): _______ Number of Bedrooms: _______ Number of Baths: _______
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit
☐ Other:_________________

Date Available:______________ Application Fee: $______________
Rent Asked: $______________ Security Deposit Required: $______________

Other Fees (describe):_________________

Type of Rental Agreement/Length of Lease:_________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:_________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:_________________

Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator
☐ Pets Allowed – Restrictions/Fees:_________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:_________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

_________________

Comments:_________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:________________ Phone #(s):________________

E-Mail (if applicable):________________ Company Name: (if known)________________

General Comments:________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________

Apartment # (if applicable) #: _______ Number of Bedrooms:_______ Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:________________

Date Available:________________ Application Fee: $________________

Rent Asked: $________________ Security Deposit Required: $________________

Other Fees (describe):________________

Type of Rental Agreement/Length of Lease:________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:________________

Total # of Units in Building:__________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

General Comments:________________

Date/Time of Contacts

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

- Newspaper Ad
- Web/App Listing
- Referral
- Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

- ☐ Broker/Salesperson
- ☐ Property Manager/Leasing Agent
- ☐ Owner
- ☐ Superintendent
- ☐ Other: ___________________________ Phone #(s)______________________________

E-Mail (if applicable):________________________ Company Name: (if known)__________________

General Comments:

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________

Apartment #: __________ Number of Bedrooms: __________ Number of Baths: __________

- ☐ Apartment
- ☐ House
- ☐ Townhouse
- ☐ Condo Unit
- ☐ Co-op Unit
- ☐ Other:

Date Available: __________ Application Fee: $__________

Rent Asked: $__________ Security Deposit Required: $__________

Other Fees (describe):________________________________________

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat ☐ Electric ☐ Water ☐ Gas

Type of Heat Provided:________________________________________

Type of Air Conditioning: ☐ Central ☐ Window Unit ☐ None

Appliances Included in Rent: ☐ Stove ☐ Refrigerator ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking ☐ Laundry Room ☐ Cable

Other:_______________________________________________________

Total # of Units in Building: __________ ☐ Walk-Up ☐ Elevator

- ☐ Pets Allowed – Restrictions/Fees:__________________________

- ☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized

- ☐ Reason(s) for Deciding Not to Rent Unit:____________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

__________________________________________________________

Comments:______________________________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other
Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:_________________________ Phone #(s)_________________________
E-Mail (if applicable):_________________________ Company Name: (if known)_________________________
General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________________
Apartment # (if applicable) #:_________ Number of Bedrooms:_______ Number of Baths:_______
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit
☐ Other:_________________________
Date Available:_________________________ Application Fee: $_________________________
Rent Asked: $_________________________ Security Deposit Required: $_________________________
Other Fees (describe):_________________________
Type of Rental Agreement/Length of Lease:_________________________
Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas
Type of Heat Provided:_________________________
Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None
Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher
Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable
☐ Other:_________________________
Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator
☐ Pets Allowed – Restrictions/Fees:_________________________
☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:_________________________
If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):
Comments:_________________________
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>______________________</td>
<td>__________________</td>
</tr>
<tr>
<td>______________________</td>
<td>__________________</td>
</tr>
<tr>
<td>______________________</td>
<td>__________________</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent  ☐ Other:

Phone #(s):________________________

E-Mail (if applicable):________________________

Company Name: (if known)________________________

General Comments:________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________

Apartment # (if applicable) #:_________ Number of Bedrooms:_______ Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit  ☐ Other:

Date Available:________________________

Application Fee: $________________________

Rent Asked: $________________________

Security Deposit Required: $________________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:

Total # of Units in Building:_________

Walk-Up  ☐ Elevator

Pets Allowed – Restrictions/Fees:

Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

Reason(s) for Deciding Not to Rent Unit:

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other: __________________ Phone #(s) __________________

E-Mail (if applicable): __________________ Company Name: (if known) __________________

General Comments:

RENTAL UNIT INFORMATION

Address of Unit for Rent:______________________________

Apartment # (if applicable) #: _______ Number of Bedrooms: _______ Number of Baths: _______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other: __________________

Date Available: ______________ Application Fee: $__________________________

Rent Asked: $__________________________ Security Deposit Required: $__________________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:______________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:______________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other: __________________

Total # of Units in Building: _______ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees: __________________

☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit: __________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:

__________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad   ☐ Web/App Listing   ☐ Referral   ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson   ☐ Property Manager/Leasing Agent   ☐ Owner   ☐ Superintendent

☐ Other:________________ Phone #(s)________________

E-Mail (if applicable):_________________ Company Name: (if known)________________

General Comments:_________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________

Apartment # (if applicable) #: __________ Number of Bedrooms: _______ Number of Baths: _______

☐ Apartment ☐ House ☐ Townhouse ☐ Condo Unit ☐ Co-op Unit

☐ Other:________________________

Date Available:_______________ Application Fee: $__________

Rent Asked: $_______________ Security Deposit Required: $__________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:_________________

Utilities Included in Rent: ☐ Heat ☐ Electric ☐ Water ☐ Gas

Type of Heat Provided:_________________

Type of Air Conditioning: ☐ Central ☐ Window Unit ☐ None

Appliances Included in Rent: ☐ Stove ☐ Refrigerator ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking ☐ Laundry Room ☐ Cable

☐ Other:________________________

Total # of Units in Building:___________ ☐ Walk-Up ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:_________________

☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________

Date/Time of Contacts

☐ Phone Call ☐ Visit ☐ Email ☐ Text

☐ Phone Call ☐ Visit ☐ Email ☐ Text

☐ Phone Call ☐ Visit ☐ Email ☐ Text

☐ Phone Call ☐ Visit ☐ Email ☐ Text
Rental Contact No: _______

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other
Please list the specific source (which newspaper, website, app, person):


Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent  ☐ Other: ____________________________  Phone #(s) ____________________________

E-Mail (if applicable): ____________________________  Company Name: (if known) ____________________________

General Comments: ____________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent: ____________________________

Apartment # (if applicable) #: ________  Number of Bedrooms: ________  Number of Baths: ________
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit  ☐ Other:

Date Available: ________________  Application Fee: $ ________________
Rent Asked: $ ________________  Security Deposit Required: $ ________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease: ____________________________

Utilities Included in Rent:  ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided: ____________________________

Type of Air Conditioning:  ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent:  ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent:  ☐ Parking  ☐ Laundry Room  ☐ Cable  ☐ Other:_____________________________

Total # of Units in Building: ________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit: ____________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):
_____________________________

Comments: ____________________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

________________________________________________________________________

Date/Time of Contacts  Type of Contact

...........................................................................................................................................................................

...........................................................................................................................................................................

...........................................................................................................................................................................

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other: __________________________  Phone #(s)__________________________

E-Mail (if applicable):__________________________  Company Name: (if known)__________________________

General Comments:__________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:__________________________

Apartment # (if applicable) #: ________ Number of Bedrooms: ________  Number of Baths: ________
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit
☐ Other: __________________________

Date Available:______________  Application Fee: $__________________________

Rent Asked: $__________________________  Security Deposit Required: $__________________________

Other Fees (describe):__________________________

Type of Rental Agreement/Length of Lease:__________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:__________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable
☐ Other: __________________________

Total # of Units in Building:__________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:__________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:__________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:__________________________
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other
Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:________________________  Phone #(s):________________________
E-Mail (if applicable):________________________  Company Name: (if known)________________________
General Comments:________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________
Apartment # (if applicable) #: ________ Number of Bedrooms:_______ Number of Baths:_______
☐ Apartment ☐ House ☐ Townhouse ☐ Condo Unit ☐ Co-op Unit
☐ Other:________________________
Date Available:______________ Application Fee: $________________________
Rent Asked: $ _______________ Security Deposit Required: $ _______________
Other Fees (describe):

Type of Rental Agreement/Length of Lease:________________________
Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas
Type of Heat Provided:________________________
Type of Air Conditioning: ☐ Central ☐ Window Unit ☐ None
Appliances Included in Rent: ☐ Stove ☐ Refrigerator ☐ Dishwasher
Amenities/Services Included in Rent: ☐ Parking ☐ Laundry Room ☐ Cable
Other:________________________
Total # of Units in Building:__________ ☐ Walk-Up  ☐ Elevator
☐ Pets Allowed – Restrictions/Fees:
☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):
________________________
Comments:________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?
☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other
Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:
☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other:______________ Phone #(s)_____________________
E-Mail (if applicable):________________________ Company Name: (if known)_____________________
General Comments:________________________________________________________

**RENTAL UNIT INFORMATION**

Address of Unit for Rent:_____________________________________________________
Apartment # (if applicable) #: _______ Number of Bedrooms:_______ Number of Baths:_______
☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit
☐ Other:_______________________________________________________________
Date Available:______________ Application Fee: $________________________
Rent Asked: $__________________ Security Deposit Required: $________________
Other Fees (describe):____________________________________________________
Type of Rental Agreement/Length of Lease:____________________________________
Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas
Type of Heat Provided:_____________________________________________________
Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None
Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher
Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable
☐ Other:________________________________________________________________
Total # of Units in Building:__________ ☐ Walk-Up  ☐ Elevator
☐ Pets Allowed – Restrictions/Fees:__________________________________________
☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized
☐ Reason(s) for Deciding Not to Rent Unit:____________________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):
_________________________________________________________________________
Comments:________________________________________________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad ☐ Web/App Listing ☐ Referral ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Visit</td>
</tr>
<tr>
<td></td>
<td>☐ Email</td>
</tr>
<tr>
<td></td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson ☐ Property Manager/Leasing Agent ☐ Owner ☐ Superintendent

☐ Other: ___________________ Phone #(s)________________________

E-Mail (if applicable):________________________ Company Name: (if known)________________________

General Comments:________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________

Apartment # (if applicable) #: __________ Number of Bedrooms: __________ Number of Baths: __________

☐ Apartment ☐ House ☐ Townhouse ☐ Condo Unit ☐ Co-op Unit

☐ Other: ___________________

Date Available: __________ Application Fee: $____________

Rent Asked: $____________ Security Deposit Required: $____________

Other Fees (describe):________________________

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat ☐ Electric ☐ Water ☐ Gas

Type of Heat Provided:________________________

Type of Air Conditioning: ☐ Central ☐ Window Unit ☐ None

Appliances Included in Rent: ☐ Stove ☐ Refrigerator ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking ☐ Laundry Room ☐ Cable

Other:________________________

Total # of Units in Building: __________ ☐ Walk-Up ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other:________________________  Phone #(s)________________________

E-Mail (if applicable):________________________  Company Name: (if known)________________________

General Comments:________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:________________________

Apartment #: __________  Number of Bedrooms: ______  Number of Baths: ______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:________________________

Date Available:________________________  Application Fee: $________________________

Rent Asked: $________________________  Security Deposit Required: $________________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:________________________

Total # of Units in Building: ______  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

________________________

Comments:________________________
Rental Contact No:______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td></td>
<td>☐ Phone Call</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson ☐ Property Manager/Leasing Agent ☐ Owner ☐ Superintendent

☐ Other: ___________________________ Phone #(s)_________________________

E-Mail (if applicable):_________________________ Company Name: (if known)_________________________

General Comments:_________________________

RENTAL UNIT INFORMATION

Address of Unit for Rent:_________________________

Apartment # (if applicable) #: _______ Number of Bedrooms: _______ Number of Baths: _______

☐ Apartment ☐ House ☐ Townhouse ☐ Condo Unit ☐ Co-op Unit

☐ Other: ___________________________

Date Available:_______________ Application Fee: $_________________________

Rent Asked: $____________________ Security Deposit Required: $____________________

Other Fees (describe):

Type of Rental Agreement/Length of Lease:_________________________

Utilities Included in Rent: ☐ Heat ☐ Electric ☐ Water ☐ Gas

Type of Heat Provided:_________________________

Type of Air Conditioning: ☐ Central ☐ Window Unit ☐ None

Appliances Included in Rent: ☐ Stove ☐ Refrigerator ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking ☐ Laundry Room ☐ Cable

Other: ___________________________

Total # of Units in Building:___________ ☐ Walk-Up ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:

☐ Will Accept Rental Subsidy (if applicable) ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:_________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:_________________________

_________________________

_________________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent

☐ Other: _____________________________  Phone #(s)__________________________

E-Mail (if applicable):__________________________  Company Name: (if known)____________________

General Comments:__________________________

**RENTAL UNIT INFORMATION**

Address of Unit for Rent:__________________________

Apartment # (if applicable) #: ________  Number of Bedrooms:_______  Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:__________________________

Date Available:__________________________  Application Fee: $_________

Rent Asked: $_________

Security Deposit Required: $_________

Other Fees (describe):

☐ Type of Rental Agreement/Length of Lease:__________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:__________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other:__________________________

Total # of Units in Building:___________  ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:__________________________

Date/Time of Contacts  Type of Contact

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text

☐ Phone Call  ☐ Visit  ☐ Email  ☐ Text
Rental Contact No:_______

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

Name of Agent Contacted:

☐ Broker/Salesperson  ☐ Property Manager/Leasing Agent  ☐ Owner  ☐ Superintendent
☐ Other: ________________________ Phone #(s): ________________________

E-Mail (if applicable):____________________ Company Name: (if known)____________________

General Comments:

RENTAL UNIT INFORMATION

Address of Unit for Rent:____________________

Apartment #: ________ Number of Bedrooms: ________ Number of Baths: ________

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other: ____________________________________________

Date Available:____________________ Application Fee: $____________________

Rent Asked: $____________________ Security Deposit Required: $____________________

Other Fees (describe):____________________

Type of Rental Agreement/Length of Lease:____________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:____________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

Other: ________________________

Total # of Units in Building: ________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:____________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:____________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

Comments:____________________
Rental Contact No:_____

How Did You Find Out About the Available Rental Housing?

☐ Newspaper Ad  ☐ Web/App Listing  ☐ Referral  ☐ Other

Please list the specific source (which newspaper, website, app, person):

<table>
<thead>
<tr>
<th>Date/Time of Contacts</th>
<th>Type of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____________________</td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td>_____________________</td>
<td>☐ Visit</td>
</tr>
<tr>
<td>_____________________</td>
<td>☐ Email</td>
</tr>
<tr>
<td>_____________________</td>
<td>☐ Text</td>
</tr>
<tr>
<td>_____________________</td>
<td>☐ Phone Call</td>
</tr>
<tr>
<td>_____________________</td>
<td>☐ Visit</td>
</tr>
<tr>
<td>_____________________</td>
<td>☐ Email</td>
</tr>
<tr>
<td>_____________________</td>
<td>☐ Text</td>
</tr>
</tbody>
</table>

Name of Agent Contacted:

☐ Broker/Salesperson ☐ Property Manager/Leasing Agent ☐ Owner ☐ Superintendent

☐ Other:________________________ Phone #(s):________________________

E-Mail (if applicable):________________________ Company Name: (if known)________________________

General Comments:________________________

**RENTAL UNIT INFORMATION**

Address of Unit for Rent:________________________

Apartment # (if applicable) #: _______ Number of Bedrooms:_______ Number of Baths:_______

☐ Apartment  ☐ House  ☐ Townhouse  ☐ Condo Unit  ☐ Co-op Unit

☐ Other:________________________

Date Available:_______________ Application Fee: $_______________

Rent Asked: $_______________ Security Deposit Required: $_______________

Other Fees (describe):________________________

Type of Rental Agreement/Length of Lease:________________________

Utilities Included in Rent: ☐ Heat  ☐ Electric  ☐ Water  ☐ Gas

Type of Heat Provided:________________________

Type of Air Conditioning: ☐ Central  ☐ Window Unit  ☐ None

Appliances Included in Rent: ☐ Stove  ☐ Refrigerator  ☐ Dishwasher

Amenities/Services Included in Rent: ☐ Parking  ☐ Laundry Room  ☐ Cable

☐ Other:________________________

Total # of Units in Building:___________ ☐ Walk-Up  ☐ Elevator

☐ Pets Allowed – Restrictions/Fees:________________________

☐ Will Accept Rental Subsidy (if applicable)  ☐ Rent Stabilized

☐ Reason(s) for Deciding Not to Rent Unit:________________________

If Housing Provider Did Not Rent to You, What Reasons Were Given (if any):

________________________

Comments:________________________
Fair Housing Rights

WHAT ARE FAIR HOUSING RIGHTS?
There are local, state, and federal fair housing laws that make certain forms of housing discrimination illegal. Housing discrimination can occur in countless ways and at various stages of a rental transaction. Discrimination is not always obvious or easy to detect which is why renters need to know their fair housing rights. It is equally important to know where you can turn for assistance if you suspect, for any reason, that you are not receiving fair and equal treatment as required by law. For direct assistance with housing discrimination complaints, please contact the Fair Housing Justice Center (FHJC).

Housing discrimination not only restricts housing choice, but it can be a painful, humiliating, and costly experience for any individual or family. Discrimination may limit access to important life opportunities. A discriminatory policy or practice that hurts one individual or family may have harmed others in the past and, unless stopped, may harm more people in the future. Discrimination that illegally divides or segregates people does immense harm to the entire community. Hopefully, you will never encounter housing discrimination, but it is still important that you know your rights.

WHO IS PROTECTED BY FAIR HOUSING LAWS?
There are federal, state, and local fair housing laws that prohibit discrimination and protect renters. In addition to these laws, there are other federal civil rights laws that prohibit discrimination in housing where federal financial assistance is involved. For your convenience, here is a list of protected characteristics under local, state, and federal fair housing laws.

The federal Fair Housing Act prohibits housing discrimination when it is based on:

- Race
- Religion/Creed
- National Origin/Ethnicity
- Color
- Sex/Gender
- Disability
- Familial Status (Presence of children)

The New York State Human Rights Law includes all of the federally protected characteristics above and also prohibits housing discrimination when it is based on:

- Age
- Marital Status
- Military Status
- Sexual Orientation
- Gender Identity
- Lawful Source of Income (including housing subsidies)

Inquiries into arrest records are also impermissible under New York State Human Rights Law. Housing discrimination based on Domestic Violence Victim Status is prohibited under New York State Real Property law.

The New York City Human Rights Law includes all of the federal and state protected characteristics and prohibits discrimination based on:

- Domestic Partnership Status
- Alienage/Citizenship Status
- Lawful Occupation
- Status as a Victim of Domestic Violence, Stalking and Sex Offenses

Other localities in the New York region have fair housing laws and most mirror the federal protected characteristics. Some similarities and differences are worth noting. Alienage/citizenship status is a protected characteristic under Rockland, Suffolk, and Westchester County Human Rights Laws. Rockland and Suffolk Counties include veteran status in their military status protections. Rockland County adds protection based on medical and health conditions.
WHAT CONDUCT IS PROHIBITED BY FAIR HOUSING LAWS?

Some illegal housing discrimination can be quite blatant and obvious, but most housing discrimination today is more subtle and difficult to detect. Discrimination can take many forms and occur at different stages of a housing transaction. Of course, not all “unfair” treatment constitutes illegal housing discrimination. It is important to understand the type of conduct that is prohibited by fair housing laws. Here is a partial list of practices that are prohibited under fair housing laws when the conduct is based on any of the protected characteristics:

- Refusing to rent or refusing to negotiate for the rental of housing or otherwise making housing unavailable
- Advertising or making any statement that indicates a preference, limitation, or discrimination
- Falsely stating that housing is unavailable to show or rent
- Steering prospective renters into or away from certain areas of a building or to different buildings or neighborhoods to segregate populations
- Setting rental terms and conditions that are less favorable to those offered to other renters
- Denying or providing less favorable services and facilities
- Refusing to provide a reasonable accommodation by altering rules, policies, practices, or services for persons with disabilities
- Failing to design and construct new multifamily housing built since 1991 in an accessible manner
- Refusing to allow a reasonable modification to the premises for persons with disabilities
- Failing to take corrective action regarding complaints about harassment by other tenants or by agents of the housing provider
- Threatening, coercing, intimidating, interfering with or retaliating against someone for asserting their fair housing rights or for assisting others to exercise their fair housing rights

Rental housing providers may adopt policies and qualifications for prospective renters provided these policies 1) are applied in a uniform and neutral manner to all applicants; 2) do not discriminate based on any of the protected characteristics; and 3) do not have the effect of discriminating against groups of people based on any of the protected characteristics.
WHAT REMEDIES AND PENALTIES ARE AVAILABLE UNDER FAIR HOUSING LAWS?

Fair housing laws were designed to open doors, break down barriers, and repair the harm caused by discriminatory housing practices. In general, when someone prevails with a housing discrimination complaint, the following types of remedies and penalties are available:

• Court orders or injunctions can be obtained to stop the illegal discrimination. These orders can require a housing provider to take steps to ensure discrimination will not occur in the future, such as adopting non-discriminatory policies, providing training for agents, affirmatively advertising, posting non-discrimination policies in publications, and similar activities.

• Monetary compensation can be ordered to be paid to the victim of discrimination for out-of-pocket expenses, economic loss, lost housing opportunity, emotional distress, and other similar damages.

• Punitive damages and civil penalties are designed to punish the discriminating parties and deter others in the community from discriminating in the future. Punitive damages are paid to the victim of discrimination. A civil penalty is a monetary fine paid to the government.

• Attorney fees and costs can, in most cases, be recovered by prevailing plaintiffs in fair housing cases.

In situations where a person was illegally denied housing, harassed, or threatened with an eviction on non-renewal on a lease for discriminatory reasons, fair housing laws have been used to obtain court orders that enable an individual or family to obtain the housing sought or remain in their current housing. If you have questions about possible remedies available under fair housing laws, please contact the FHJC.
WHAT PRECAUTIONS CAN RENTERS TAKE?

We all benefit when housing consumers are informed about their rights under fair housing laws. There are very few decisions we make in life that are more important than where we decide to live. It is a very personal decision and there are many factors to consider. As a renter, you should know that many housing providers train their employees and work hard to ensure that their agents comply with fair housing laws. Despite these efforts, not all housing providers are as conscientious and compliant. Unfortunately, unlawful housing discrimination does still occur and it is not always obvious to prospective renters. While there is nothing that renters can do to prevent housing discrimination, there are some steps that you can take to protect yourself in the unfortunate event that illegal discrimination occurs:

• **Keep a Written Record/Take Notes**
  Keeping a journal or written record is generally a very good idea when a person is searching for housing, contending with an eviction or non-renewal of a lease, or dealing with harassment or some other discriminatory practice. Keeping track of dates and times of all contacts with housing providers and agents can be very useful should it be needed later to recount the events involving an alleged discriminatory housing practice. Use this Rental Search Log to take notes and to keep track of your housing search.

• **Save Documents**
  As you search for housing, it is always a good idea to save receipts, copies of advertisements or listings, rental applications, leases, business cards, correspondence, emails, brochures, and any other materials obtained from a housing provider or agent. These documents might be needed in the future.

• **Obtain Names and Confirm Details**
  Once you obtain contact information for an agent, write it down on a Rental Contact Sheet in this Rental Search Log. When you contact a housing provider in person, over the telephone, or even by email, it is always a good idea to offer your name early on in the conversation and ask for the name of the person with whom you are communicating. If you are using a rental subsidy, try to ask about the available housing, its location, and a possible appointment to view the housing before mentioning the subsidy. If the agent or housing provider is unwilling to rent to you or show you the apartment once you have disclosed the subsidy, ask them why.

• **Avoid Confrontation**
  If you are turned down for any reason, do not argue with the agent or confront the agent about their conduct. Simply thank the agent for the information, and write a short note that describes what happened to you in your Rental Search Log. Do not accuse the agent of violating fair housing laws or suggest any illegality on their part. Putting agents on notice that they are violating the law may simply make it harder for others to corroborate and document their illegal conduct.
WHERE DO I GO FOR HELP WITH HOUSING DISCRIMINATION?

If you suspect that you have encountered illegal housing discrimination or have questions about fair housing rights, please contact the FHJC by telephone or email right away. An FHJC Intake Analyst will obtain vital information that we need to better assist you with your complaint. There are various time limits for filing administrative complaints and/or lawsuits depending upon the applicable law, so it is important to report the discrimination as soon as possible. The FHJC can help you determine the time limits that apply in your situation.

The FHJC is a non-profit civil rights organization dedicated to eliminating housing discrimination; promoting open, accessible, and inclusive communities; and strengthening enforcement of fair housing laws. The FHJC provides fair housing services throughout New York City and the seven surrounding New York counties of Dutchess, Nassau, Orange, Putnam, Rockland, Suffolk and Westchester.

The FHJC assists individuals, families, and organizations that have been harmed by discriminatory housing practices. The FHJC provides counseling on fair housing rights, investigative assistance (including testing), and referrals to cooperating attorneys and/or administrative agencies on a case-by-case basis. These FHJC services are provided free of charge and there are no income tests.

Fair Housing Justice Center (FHJC)
30-30 Northern Blvd., Ste. 302
Long Island City, NY 11101
Phone: (212) 400-8201
Fax: (212) 400-8203
Email: fhjc@fairhousingjustice.org

www.fairhousingjustice.org
Notes