



# The Thompson

Your resource to age well

## Thompson Homeshare Guest Application: "I Seek Housing"

~ For each adult looking for housing we need a separate application

### PLEASE PRINT:

#### Contact Information

Full name \_\_\_\_\_

Other names used (if applicable) \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Physical address (if different) \_\_\_\_\_

Email \_\_\_\_\_ Home phone \_\_\_\_\_

Work phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Best number to call during the day  Home  Cell  Work

#### Housing History

Current housing situation  Rent  Own  Other (explain) \_\_\_\_\_

How long at current address? Since \_\_\_\_\_

Current landlord's name \_\_\_\_\_ Phone \_\_\_\_\_

Previous housing situation  Rent  Own  Other (explain) \_\_\_\_\_

How long at previous address? From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Previous landlord's name \_\_\_\_\_ Phone \_\_\_\_\_

#### Housing Preference

Please indicate your location preference: Woodstock  Pomfret

Barnard  Bridgewater  No preference

What is the maximum rent you would pay? \$ \_\_\_\_\_ /Month  Not sure

What is the maximum number of hours/week of service you can provide? \_\_\_\_\_

What pets do you have? \_\_\_\_\_ If a dog, has it ever bitten anyone?

I have a car and I can drive  I can drive, but don't have a car

I am a smoker



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**As part of our application process, we do background and reference checks and a personal interview. To begin this process:**

Do you have any motor vehicle violations? \_\_\_Yes \_\_\_No

Do you have any pending criminal charges? \_\_\_Yes \_\_\_No

Have you had any criminal convictions? \_\_\_Yes \_\_\_No

Have you ever been evicted? \_\_\_Yes \_\_\_No

If yes to any of these questions, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other information you want us to know \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Employment History**

Current position/title \_\_\_\_\_

Full-time \_\_\_ Part-time \_\_\_ Retired \_\_\_ Unemployed \_\_\_ Student \_\_\_ Other \_\_\_

Employer \_\_\_\_\_ City/State

\_\_\_\_\_

Date of hire \_\_\_\_\_

Previous employer \_\_\_\_\_

Position/Title \_\_\_\_\_ Full-time \_\_\_ Part-time \_\_\_

Dates employed: From \_\_\_\_\_ To \_\_\_\_\_

City/State \_\_\_\_\_

How did you hear about Thompson Homeshare? \_\_\_\_\_

Have you had any past association with Thompson Homeshare? \_\_\_Yes \_\_\_No

Number of people seeking housing together \_\_\_\_\_ Date housing Needed \_\_\_\_\_



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**For reporting and statistical purposes, our funders require that we ask for the following information. This information will help determine that Thompson Homeshare does not discriminate in its services.**

Gender: \_\_\_\_\_ Date of birth \_\_\_\_\_ Age \_\_\_\_\_

Ethnicity:  Hispanic  Non-Hispanic Race: (check all that apply)  White  American Indian/Alaskan Native  Asian  Black/African American  Native Hawaiian/Pacific Islander  Other Multiracial

Do you have a disability?  Yes  No Do you receive Medicaid?  Yes  No

Annual gross income (Must include all sources of income) \$ \_\_\_\_\_

**I hereby acknowledge that all the information I have given in this application is true and complete to the best of my knowledge and belief. I understand that providing any false or misleading information will make me ineligible for the services of Thompson Homeshare.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Thompson Homeshare** is a small, independent non-profit organization. We rely heavily on charitable giving from individuals, corporations, foundations and government to provide our Homesharing Program. We also rely on fees from people who participate in our program. Our fees only cover a portion of the actual cost of our services.

**Match Fee:** Payable at the time the match agreement is signed. The match fee only applies to customers for whom we are successful in finding a compatible match, and is due when the match agreement is signed. The match fee is based on a sliding scale according to gross annual income. We will provide you a bill when your match fee is due.

<b>If your income is:</b>	<b>Your Match Fee will be:</b>
Less than \$15,000	\$ 60
\$15,000–\$25,000	\$ 95
\$26,000–\$40,000	\$175
\$41,000–\$55,000	\$250
\$56,000–\$75,000	\$400
\$75,000+	\$500

All fees are non-refundable. If your match should end unexpectedly within the first three months, your paid match fee will be credited in full toward your next match.

**If fees are a hardship, payment plans can be arranged. Please contact a Thompson Homeshare staff person to discuss this.**



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## References

Applicant's name \_\_\_\_\_ Date \_\_\_\_\_

All references should be people who have known you at least 1 year. Together, the references should cover a span of at least 5 years to the present. We require references from past or present roommates, employers or co-workers. NOT ACCEPTED as references are family members, friends or romantic partners. It is essential that you notify your references that Thompson Homeshare will be calling them. Please realize that if you have trouble reaching them, we will also have the same trouble, and your application will be delayed.

### Reference 1

Name \_\_\_\_\_

Daytime phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Email \_\_\_\_\_

How long have they known you? \_\_\_\_\_

How do they know you? \_\_\_\_\_

### Reference 2

Name \_\_\_\_\_

Daytime phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Email \_\_\_\_\_

How long have they known you? \_\_\_\_\_

How do they know you? \_\_\_\_\_

### Reference 3

Name \_\_\_\_\_

Daytime phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Email \_\_\_\_\_

How long have they known you? \_\_\_\_\_

How do they know you? \_\_\_\_\_

### Reference 4

Name \_\_\_\_\_

Daytime phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Email \_\_\_\_\_

How long have they known you? \_\_\_\_\_

How do they know you? \_\_\_\_\_



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## Background Checks

All Thompson Homeshare applicants (Hosts and Guests) undergo 3 background checks during initial application process and 2 more post-interview after signing additional release forms:

- Office of Inspector General - <https://exclusions.oig.hhs.gov/>
  - Alerts us of Medicaid, Medicare, and other related frauds
- Vermont Crime Information Center - <https://secure.vermont.gov/DPS/criminalrecords/subscriber/index.php>
  - Alerts us of criminal backgrounds in Vermont
- Vermont Courts Online - <https://secure.vermont.gov/vtcdas/user;jsessionid=B3B1376C408A82294A5E25EF82FF8D84?SUBMIT=Home&CURRSTATE=vt.court.docs.user.gui>Welcome>
  - Alerts us of court cases involving applicants, including evictions

After we have completed your reference checks and your interview, we ask that you sign the last two releases and provide a copy of your photo ID for these remaining screenings:

- ScreeningOne - <https://ver2.screeningone.net/is/app>
  - National background check lets us know of criminal backgrounds in all 50 states
  - We use ScreeningOne, but there are other companies you can use
- Agency of Human Services, State of Vermont - <https://www.ahsnet.ahs.state.vt.us/ABC/SubscriberHome.cfm>
  - Alerts us of substantiated claims of adult or child abuse
  
- Background checks are not perfect due to human error, expunged records, timing, etc.
- We search for all applicants by their names and state they're from on Google for useful supplemental information that might not show up on initial background checks.



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## Background Check Release Form

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

First

MI

Last

Current Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Gender: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Place of Birth: \_\_\_\_\_

City

State

Country

Social Security Number (REQUIRED) \_\_\_\_-\_\_\_\_-\_\_\_\_

Other First Names You Have Used:

\_\_\_\_\_

Other Last Names You have Used:

\_\_\_\_\_

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

Signature

Date

Additional Background Check Release Forms to be signed after initial Interview:

- Screening One
- AHS

Copy of Photo ID received \_\_\_\_\_