

412 Farrell St., Suite 300  
South Burlington, VT 05403  
(802) 863-5625



Email: [home@sover.net](mailto:home@sover.net)  
Website: [HomeShareVermont.org](http://HomeShareVermont.org)  
Fax: (802) 651-0881

Dear Friend:

Welcome to HomeShare Vermont. Thank you for your interest in our programs. We look forward to working with you!

The enclosed brochure tells you a little more about the program and how it works. HomeShare Vermont is a United Way member agency and has been serving people for over twenty five years. We have successfully matched thousands of people in our Homesharing and Caregiving programs.

Also enclosed are an application, reference sheet, and information about our service fees. Please complete the application and reference sheet, and return them to us along with your \$30 application fee. Once we receive these completed forms, we will call you to schedule your personal interview, which will allow us to get to know you better, so we can find just the right person for you.

Please bring two forms of identification to the interview, one of which should be a government issued photo ID (driver's license, passport, etc). **\*\* Please note:** If you are offering driving services, we will also require a copy of your insurance. Also at the interview, applicants are required to sign release forms permitting us to do criminal background and abuse registry checks.

If you have concerns or difficulties with the application you can call us to schedule an appointment and we can help you complete the application.

Thank you again for your interest in HomeShare Vermont. We look forward to meeting you! If you have any questions or concerns, please feel free to call us at 863-5625, e-mail us at [home@sover.net](mailto:home@sover.net) or visit our website at [www.HomeShareVermont.org](http://www.HomeShareVermont.org).

Sincerely,

Amy Jelen  
Homesharing Coordinator



# I SEEK HOUSING

For office use only		
Date application rec'd:	___/___/___	
Ref. sheet rec'd:	___	Fee rec'd: ___

412 Farrell Street, Ste 300  
So. Burlington, VT 05403

**For each individual looking for housing we need a separate application.**

How did you hear about HomeShare Vermont? \_\_\_\_\_

Have you had any past association with HomeShare Vermont? Y / N

FULL NAME: _____		OTHER NAMES USED: _____	
MAILING ADDRESS: _____		_____	_____
		City	State Zip Code
COUNTY: _____			
PHYSICAL ADDRESS (if different): _____			
E-MAIL: _____			
HOME PHONE: _____		WORK PHONE: _____	
SEX: F / M DOB: ___/___/___ AGE: ___ CELL PHONE: _____			

EMPLOYMENT HISTORY:						
Current:	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Retired	<input type="checkbox"/> Unemployed	<input type="checkbox"/> Student	<input type="checkbox"/> Other
If employed, please list employers						
Most Recent employer: _____						<input type="checkbox"/> Self-employed
Position/ Title _____		Address _____				
<input type="checkbox"/> Part-time	<input type="checkbox"/> Full-time	Dates employed ___/___/___ to ___/___/___				
Previous employer: _____						<input type="checkbox"/> Self-employed
Position/ Title: _____		Address _____				
<input type="checkbox"/> Part-time	<input type="checkbox"/> Full-time	Dates employed ___/___/___ to ___/___/___				

HOUSING SITUATION:	
Current housing situation: <input type="checkbox"/> Rent <input type="checkbox"/> Own <input type="checkbox"/> Other If other, please explain: _____	
How long at current address? ___/___ to ___/___	
Landlord's Name (If Applicable): _____	Landlord's Phone: _____
Last housing situation: <input type="checkbox"/> Rent <input type="checkbox"/> Own <input type="checkbox"/> Other	How long at this address? ___/___ to ___/___
Address: _____	_____
	City State Zip Code
Landlord's Name: _____	Landlord's Phone: _____
Next to last housing: <input type="checkbox"/> Rent <input type="checkbox"/> Own <input type="checkbox"/> Other	How long at this address? ___/___ to ___/___
Address: _____	_____
	City State Zip Code
Landlord's Name: _____	Landlord's Phone: _____



**Please turn page over**

Have you lived outside of Vermont for any period during the past ten years? Y / N

Where/When? \_\_\_\_\_

Have you ever been convicted of a crime? Y / N

Are criminal charges pending against you? Y / N

Do you have any motor vehicle violations? Y / N

Have you been evicted from a residential unit in the last 5 years? Y / N

**If you have answered YES on any of the above, please provide details on a separate piece of paper.**

Do you have a specific location preference? Y / N

Greater Burlington Area \_\_\_\_\_

Rural Chittenden County \_\_\_\_\_

Addison County \_\_\_\_\_

Grand Isle County \_\_\_\_\_

I will only consider these towns: \_\_\_\_\_

PLEASE CHECK ALL THAT MAY APPLY TO YOU:

- I have a car       I take the bus
- Will you live with a     MALE       FEMALE
- Do you smoke?    Y / N              Will you live with a smoker?    Y / N
- How many pets do you have? \_\_\_\_\_ What kind(s)? \_\_\_\_\_
- Will you accept living with someone who has pets?    Y / N
- Maximum hours of service you can provide each week:    \_\_\_\_\_hrs/week    \_\_\_\_\_not sure
- What is the maximum rent you would pay?    \$\_\_\_\_\_ /month

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

Ethnicity (Check more than one if applicable):

White

American Indian/Alaskan Native

Asian

Black /African American

Native Hawaiian/Pacific Islander

Hispanic

Do you have a disability? Y / N

What is your annual household income? \_\_\_\_\_

Number of people in the household, seeking housing: \_\_\_\_\_

*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 authorize HomeShare Vermont to check references and to verify any information in this application. I understand that providing any false or misleading information will make me ineligible for the services of HomeShare Vermont.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE INCLUDE THE FOLLOWING WITH YOUR APPLICATION.

*If any of these items are missing, your application will be considered incomplete*

COMPLETED REFERENCE SHEET (SEE ATTACHED)

\$30 APPLICATION FEE

RESUME (if Available)



## Fees

HomeShare Vermont is a small, independent non-profit agency. We rely heavily on charitable giving from individuals, corporations, foundations and government to provide our homesharing and caregiving services. We also rely on fees from people who use our services to help pay for those services. Our fees only cover a portion of the actual cost of our services.

**Application Fee:** \$30 payable with the written application for all customers

**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 at the end of the trial period when the match agreement is signed or within two weeks of the start of the match. 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.

If your Income is:	Your Match Fee will be:
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

NOTE: In order to encourage more people to provide hourly care, all hourly caregivers will only pay a match fee of \$25 per match.

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 HomeShare staff person to discuss this.*

# HomeShare Vermont – HOMESHARING REFERENCES

Applicant \_\_\_\_\_ 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.
- If you are providing a home to share, you may use family members and/or neighbors as references.
- If you are seeking housing, we require references from past or present roommates, employers or co-workers. Family members, friends or romantic partners are not adequate references if you are a home seeker.

It is essential that you notify your references that HomeShare Vermont 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.

\* \* \*

1. Reference Name \_\_\_\_\_

Phone Numbers: Day \_\_\_\_\_ Night \_\_\_\_\_

Address \_\_\_\_\_

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

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

\* \* \*

2. Reference Name \_\_\_\_\_

Phone Numbers: Day \_\_\_\_\_ Night \_\_\_\_\_

Address \_\_\_\_\_

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

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

\* \* \*

3. Reference Name \_\_\_\_\_

Phone Numbers: Day \_\_\_\_\_ Night \_\_\_\_\_

Address \_\_\_\_\_

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

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

(Please return this with your application)