



Rental Referral List Form

Prince William County has been rapidly growing and becoming less affordable for teachers. This situation has a direct impact on the recruitment and retention of teachers. We are interested in knowing if you need a roommate, housemate or have an apartment, condo or home to rent. If so, please complete the information below and email it to bradfocs@pwcs.edu or fax it to the Department of Human Resources at 703-791-8379. We will add your listing to our rental list and it will be distributed to new teachers. Thank you for your interest in assisting the Department of Human Resources in our effort to help new teachers find affordable rental options.

Date: _____ Employee's Name: _____

Work Location: _____ Phone Number: _____ (Cell) (Home) (Work)

Alternate Phone Number: _____ (Cell) (Home) (Work)

Email Address: _____

_____ I am looking for a roommate (Date available: _____)

_____ I have a property available to rent (Date available: _____)

Property Address: _____

TYPE OF PROPERTY AVAILABLE:

_____ Room _____ Basement _____ Apartment _____ Condo _____ Townhouse _____ House (#BR _____/#BA_____)

PREFERENCES:

Are you a smoker? ___ Y ___ N Would you prefer: _____ Smoker _____ Non Smoker _____ No preference

Do you have a pet/pet(s)? ___ Y ___ N Would you accept pets? ___ Y ___ N ___ May consider (case by case)

Would you prefer: _____ Female _____ Male _____ No preference

RENT INFORMATION:

Security Deposit Required? ___ Y or ___ N If yes, please indicate the amount: \$ _____

Rental amount per month? \$ _____

Utilities included? Y or N If NO, please indicate the approximate cost per month: \$ _____

Lease Required? Y or N If YES, please indicate the required length of lease (ex: six months/ one year)

I understand my telephone number and email address may be given to prospective/new employees. I will contact the Department of Human Resources at 703-791-8995 or bradfocs@pwcs.edu to remove my property from the rental list when it is no longer available.

I understand that neither Prince William County Schools, nor the Department of Human Resources, its' offices nor personnel, endorse or recommend any roommate or rental listing, but provides this information as a courtesy to its employees.

Signature: _____ Date: _____