



## Jackson/Teton County Affordable Housing Department Request to Rent Form

*To be submitted to the Housing Department when an owner wishes to make a special request for approval to rent their home for a limited period of time.*

**To be submitted along with a \$200.00 fee to the Housing Department.**

Date Submitted \_\_\_\_\_

Homeowner Name \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Reason for request \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please attach any supporting information for your reason for request, such as a school acceptance letter.*

Start date of rental \_\_\_\_\_

End date of rental \_\_\_\_\_

Estimated monthly housing costs: Gross monthly mortgage payment \$ \_\_\_\_\_

Utilities \$ \_\_\_\_\_ HOA dues \$ \_\_\_\_\_ Ground Lease \_\_\_\_\_

Taxes \$ \_\_\_\_\_ Insurance \$ \_\_\_\_\_ Other \$ \_\_\_\_\_

If other, please describe \_\_\_\_\_

*For Housing Department use only*

Date received \_\_\_\_\_

Approved \_\_\_\_\_

Date of response \_\_\_\_\_

Denied \_\_\_\_\_

Date Approval Expires \_\_\_\_\_

*Please follow-up with an email or phone call to be sure the Housing Department received your request submittal and fee. [nbuchanan@tetoncountywy.gov](mailto:nbuchanan@tetoncountywy.gov) (P) 307-732-0867 (F) 307-734-3864*