

Tenant | Lease Appointment Checklist

COMPLETE IN ADVANCE	X
1. Review lease and all supporting documents on-line at www.champlainapartments.com .	
2. Discuss the apartment details and the rent and utility expenses with your full group to be sure everyone is comfortable.	
3. Discuss the lease with your parents to be sure that their questions have been answered.	
4. Once you have reached consensus and wish to proceed to the interview / lease agreement, call to schedule an appointment at 802-318-2860.	
5. Your full group must be present at the lease appointment.	
6. You must review the lease in-advance of the meeting and bring the following to the meeting:	
- a completed rental application	
- a completed ACH Debit Authorization Form	
- a one month security deposit (deposit does not include the monthly association fee) check payable to Gene Richards	

Lease Appointment Location = 168 Summit Street Burlington, VT 05401

www.champlainapartments.com