



Boston's Housing
Opportunity
Clearing Center

CITY OF BOSTON
Martin J Walsh, Mayor

Boston Fair Housing Commission
Dion S. Irish, Executive Director

Rental Listing Instructions

MetroList is a one-stop center for rental housing available throughout the Boston metropolitan area. For property owners and their agents as well as individual landlords, MetroList offers a free listing of apartments and open waiting lists.

How does the MetroList program work?

MetroList maintains listings of government subsidized apartments and privately-owned apartments for rent. MetroList counselors provide Boston residents with rental and sales listings based on a computerized match, as well as copies of advertisements for new affordable housing. Counselors also provide, upon request, housing search services and referrals to other housing and human service agencies.

Who will view your listing?

Apartment listings will be viewed by a broad range of potential applicants, including households with mobile Section 8 vouchers and other housing subsidies.

What are the benefits of listing with MetroList?

MetroList connects property owners who have apartments for rent with people who are looking for housing.

- Rental listings receive high visibility and extensive advertising, at no cost to you.
- Access information about City, State and Federal Programs that provide financial assistance for property improvements and repairs.

The MetroList Free Listing Form is attached. Call us with your listing and let MetroList work for you! Or, e-mail your completed form to Metrolist@cityofboston.gov.

Boston Fair Housing Commission
One City Hall Square, Room 966
Boston City Hall
Boston, MA 02201

Boston City Hall • Room 966 • Phone 617-635-3321 • TTY 617-635-2541 • Fax 617-635-3290



METROLIST RENTAL LISTING FORM
BOSTON FAIR HOUSING COMMISSION

We would like to invite you to participate, **free of charge**, in the Metrolist rental listing service. Listing your rental property with us is an easy way to reach many potential tenants.

1. **Owner/Landlord/Manager:** _____
 First Name Last Name

 Address

2. **Telephone Numbers:** Day No.: () - _____ Best Days Best Times
 Eve No.: () - _____

3. **Unit Location:** _____
 Address Floor Apt. No.

 City/Town State Zip Code

4. **Building Type:** 1 - 4 Units ____ 5 - 20 Units ____ 21 or more Units ____ Single Family ____

5. **Type of Housing:** Elderly ____ Family ____ Disabled ____ Other ____

6. **Vacancy(s)**

No. of Units Available	BR Size	Date Available	Monthly Rent
			\$
			\$

7. **Is the unit de-lead?** Y ____ N ____ 8. **Is a security Deposit required?** Y ____ N ____

9. **Are utilities included in rent?** Y ____ Partial ____ N ____ Please List: _____

10. **Parking:** Street ____ off-Street ____ 11. **Wheelchair Access:** Y ____ N ____

12. **Public Transportation:** Subway ____ Bus ____ Commuter Rail ____ Car Only ____

13. **Amenities:** Eat-In Kitchen ____ Refrigerator Included ____
 Dishwasher ____ Laundry Room/Hookup ____
 Pets Allowed ____ Porch ____

14. **Did you receive land or funding for housing through Boston's Department of Neighborhood Development or the Boston Redevelopment Authority?** Y ____ N ____

15. I agree not to discriminate or permit discrimination, upon the basis or race, color, religious creed, marital status, sex, age, ancestry, sexual preference, sexual orientation, military status, disability, national origin, gender identity, source of income, or the presence of children, in the rental of this property.

Signature of Owner/Agent _____ **Date** _____

Please notify us when the above Housing is leased, 617-635-3321. Fax 617-635-3290 or mail completed form(s) to:

Metrolist
PO Box 5996
Boston, MA 02114-5996

