

Renter Credit Program

Information for Landlords

The Renter Credit is a refundable tax credit available to eligible Vermont residents who rented during the prior calendar year. Renters may be eligible even if they are not required to file a tax return.



Any landlord renting one or more units must submit a Landlord Certificate.

FREQUENTLY ASKED QUESTIONS

Who needs to submit a Landlord Certificate to the Vermont Department of Taxes?

Any landlord renting one or more units must submit a Landlord Certificate.

Do I need to send the Landlord Certificate to each of my renters?

No. However, you need to complete a certificate for each rental property you own, listing the names of your renters and their unit numbers. You don't need to calculate or include the rent they paid unless the renters receive rent subsidies.

When and how will I submit the Landlord Certificate (Form LRC-140)?

Landlords with five or more tenants occupying any property must file Landlord Certificates electronically. Landlords with fewer than five tenants per property are strongly encouraged to file Landlord Certificates electronically through myVTax.

RESOURCES

- [Landlord Certificates \(https://tax.vermont.gov/property/landlord-certificates\)](https://tax.vermont.gov/property/landlord-certificates)
- [School Property Account Number \(SPAN\) Search Tool \(https://tax.vermont.gov/span-finder\)](https://tax.vermont.gov/span-finder)
- [myVTax Guide: How to Complete the Landlord Certificate \(https://tax.vermont.gov/sites/tax/files/documents/GB-1127.pdf\)](https://tax.vermont.gov/sites/tax/files/documents/GB-1127.pdf)

For more information, visit <https://tax.vermont.gov/individuals/renter-credit>.

If you have questions, contact the Individual Income Tax Section at tax.individualincome@vermont.gov or call (802) 828-2865.

I own a for-profit or a not-for-profit mobile home park, a cooperative, or a land trust. How do I file?

If you own a for-profit or a not-for-profit mobile home park or a land trust or cooperative, see instructions on how to file Form LRC-147, Statement of Rent for Mobile Home Park Lot Rent, Co-ops, and Land Trusts.

What other information do I need to include on each Landlord Certificate?

Include the address, location, type of rental unit, and the correct SPAN for each property. You will need the first and last name of the renter, the unit number, and the number of months rented. You will also be asked to indicate whether the renter received subsidies to help pay their rent, in which case you will need to provide the rent paid after accounting for any subsidies (and included utilities).

How do I find the correct School Property Account Number (SPAN)?

It is very important that you record the correct SPAN on each Landlord Certificate. The SPAN can be found on your property tax bill in the “housesite tax information” box on the upper right. The Department also provides a [SPAN Finder tool \(https://tax.vermont.gov/span-finder\)](https://tax.vermont.gov/span-finder) to help you easily look up and record the correct SPAN on the Landlord Certificate.

What is net rent?

Only complete this field if the tenant(s) rent was subsidized. Net rent is the rent paid by the tenant solely for the right of occupancy after any subsidies, utilities, etc., are subtracted from total rent. Do not include room charges for any month when paid by Medicaid on behalf of the tenant.

What do I need to do if a renter receives subsidies to help pay their rent?

You must check the box on the Landlord Certificate indicating which renters received subsidies. You will also be asked to calculate the actual rent paid by each subsidized renter after subtracting any utilities paid by the landlord and included in the rent and subsidies received on the renter’s behalf. The renter will also be asked to indicate on their Renter Credit application (Form RCC-146) whether they received subsidies.

Will the federal emergency rental assistance I received in 2023 due to the global health crisis related to COVID-19 count as rent paid by renters?

Rental assistance related to the pandemic received in 2023 under the CARES Act, including the Vermont Emergency Rental Assistance Program (VERAP), is considered a subsidy. If you received assistance on behalf of one of your renters, check the box for “subsidized” and calculate their rent according to the instructions on the LRC-140, Landlord Certificate form.

What You will Need for Tax Year 2023

- ☒ Form LRC-140, Landlord Certification, through myVTax or by paper form
- ☒ The School Property Account Number (SPAN)
- ☒ Five or more units? File online through myVTax