

## LANDLORD APPLICATION REQUIREMENTS

Landlord can initiate application. Landlord will only complete 1 application – each tenant will be linked to that application. See below for documents that will be requested in Landlord application. These will be required, in addition to all documents in tenant application, in order to apply for the Emergency Rental Assistance Program.

*\*\*Before applying, it is recommended that both parties (Tenant & Landlord) discuss and agree that they are both willing and able to proceed and that both will complete the online application, provide all required items, and abide by all required terms.*

CATEGORY	DOCUMENTATION REQUIRED
Landlord Information	<ol style="list-style-type: none"><li>1. W9 (Required to receive payment)</li><li>2. Executed Lease (signed by applicant &amp; tenant)</li><li>3. Ledger or Rent statement documenting arrears (required for each tenant being claimed)</li><li>4. EFT Authorization Form (if applicable) – this is required if landlord wishes to receive payment via ACH transfer</li></ol>