

Homeowner Responsibilities



**VOLUNTEER
LAWYERS**
PROJECT

1.12.2022

Overview

Who We Are

Landlord Responsibilities

Eviction Process



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LAWYERS**
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Disclaimer

The guidelines in this presentation are for informational purposes only.

*The laws, regulations, and requirements informing this presentation can change without notice, so **please make sure to check for the most up-to-date city, state, and federal (including CDC) requirements when pursuing an eviction case.***



Who We Are

Volunteer Lawyers Project's Landlord Advocacy Program

- Statewide project supporting **low-income owner-occupants of two-to-three-unit properties** before or during the eviction process by providing legal advice and assistance.



Who We Are

Volunteer Lawyers Project's Landlord Advocacy Program

- Supported by the **Volunteer Lawyers Project (VLP)**
 - Legal organization providing free and low-cost legal assistance to eligible owner-occupants



Who We Are: Landlord Eligibility

- Homeowner must live in and rent out part of the multi-family home
- The household income must be at or below 200% of the Federal Poverty Guidelines
- Must be a US Citizen, green card holder, or fall under certain legal immigration statuses



Landlord Responsibilities: Choosing a Tenant

- **DO** consider a potential tenant's ability to pay, past evictions, references, and the impact of COVID
- **DO** prepare a rental agreement/lease
- **DO** establish in writing who is responsible for utilities
- **DO** decide whether to take security deposit and/or last month's rent
- **DON'T** discriminate against potential tenants
- **DON'T** charge a fee to hold the apartment, an application fee, a credit check fee, or a finder's fee (unless landlord is also a licensed broker)
- **DON'T** take a security deposit unless you can abide by all requirements when doing so



Landlord Responsibilities: Caring for the Property

- **DO** ensure the property complies with state and federal laws
- **DO** provide each tenant with paperwork about the condition of the property in advance, as well as a copy of the lease within 30 days of them signing it
- **DO** regularly inspect the property
- **DO** check in and communicate with tenants
- **DON'T** enter the property without advance notice (unless in an emergency)
- **DON'T** retaliate against tenants for exercising their legal rights
- **DON'T** charge tenants late rent fees until the rent is 30 or more days late



Landlord Responsibilities: Lease Violations & Other Tenant Issues

- **DO** try to resolve issues with tenants using federal or state-sponsored agencies and resources
- **DO** provide tenant with a Notice to Quit if pursuing eviction
- **DON'T** attempt to force tenants out by shutting off their utilities or changing their locks
- **DON'T** physically remove tenants' belongings or tenants themselves



QUESTIONS?

Contact Us:

- To learn more, visit: www.vlpnet.org/landlord/
- To speak to us, call: 857-320-6452 or email ycarrion@vlpnet.org
- To find a lawyer, visit: www.vlplandlords.com or use your mobile device to scan the QR code below.

ALL INFORMATION IS CONFIDENTIAL

