
Rentals and Fair Housing

CEU Zoom Class

May 1, 2020 2-4pm



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MARIE PRESTI
2018 GBAR REALTOR OF
THE YEAR
BROKER/OWNER
617-620-6948





Introductions

- Name
- Office
- Sales or Rentals
- How long
- What market





Residential Rental - Overview

- **Working with the landlord**
 - Agreements
 - MLS
 - Educating the Landlord
 - Types of Rental Listings
 - Advertising, Marketing and showing
- **Working with a Tenant**
 - The Fee Disclosure Requirement
 - Qualifying
 - Lead Paint
 - Scheduling and showing



Residential Rental - Overview

- **Section 8 – Housing Choice Voucher Program**
- **Application Process**
 - Screening Tenants
 - Fees
 - Deposits
- **Tenancy**
 - Leases
 - Collection of monies
- **Move in and Beyond**



M.G.L. c. 112 Section 87RR. License to Engage in Business as Broker or Salesman

no person shall engage in the business of or act as a broker or salesman directly or indirectly, either temporarily or as an incident to any other transaction, or otherwise, unless he is licensed.

any transaction or agreement which results or is intended to result in the sale, exchange, purchase, renting or leasing of any real estate



Residential Rental

License Requirements

Rentals require license.

M.G.L. c. 112 Section 87DDD1/2.

No person shall engage in the business of finding dwelling accommodations for prospective tenants for a fee unless such person is a licensed broker or salesperson as defined in section 87PP of chapter one hundred and twelve.



WORKING WITH THE LANDLORD

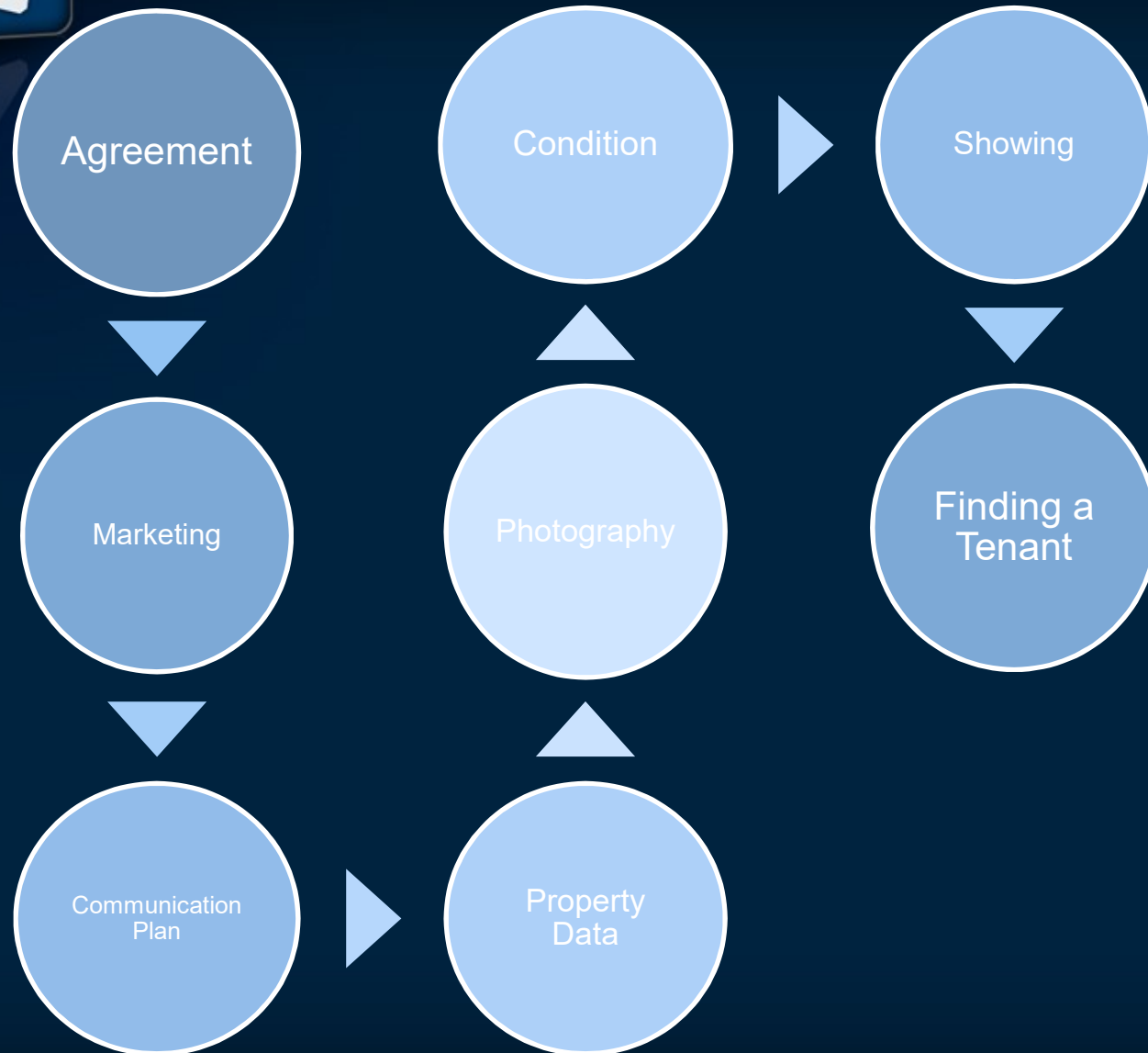


WORKING WITH THE LANDLORD

- **Residential Listing Card – MLS Sheet**
- **Landlord Listing Disclosure**
- **Fair Housing**
- **Advertising**
- **Lead Paint Law**
- **Showings**
- **Tenant Selection**



Overview of the Process





Agreements

- **Types of Rental Listings**
 - **Oral**
 - Open
 - **Written**
 - Exclusive

Agreement for Exclusive Right to Lease



MLS

- Agreement with Seller
 - Cooperation
 - Commission
 - Access
- Accuracy of Data
 - Landlord/property manager review listing



Fair Housing



- **FAIR HOUSING**
 - Fair Housing Act
 - Civil Rights Act of 1866
 - Americans with Disabilities Act
 - Equal Credit Opportunity Act
 - MCAD Testers
 - Protected Classes
 - Subsidized Housing - Section 8 Rental Assistance
 - Permissible Reasons to Reject a Tenant's Application
 - Advertising – Fair Housing



Protected Classes

Federal and State

- Race
- Color
- Religion
- National Origin
- Familial Status
- Handicap
- Sex
- Age
- Marital Status
- Veteran History or Military Status
- Sexual Orientation
- Children
- Public/Rental Assistance
- Gender Identity
- Genetic Information



Fair Housing

- 1989 MA Legislature amended fair housing laws to prohibit sexual harassment of any tenant or prospective tenant
- Discriminatory behavior on the part of landlords also includes:
 - Screening certain categories of applicants more stringently than others
 - Taking a security deposit and a last month's rent from a member of a protected class when that's not your normal practice



Prohibited Behavior

- Segregated Facilities
- Discriminatory Advertising
 - no one can make, print or publish discriminatory ads including those who are exempt
 - Ads that contain words, phrases, symbols or visuals that indicate a discriminatory preference or limitation.
 - Ads that selectively use media, human models, logos and locations to indicate an illegal preference or limitation
 - Refusal to publish ads because of protected class.



- Recent listing directly out of Craigslist
- All Broker/agent/property management listing
- What is wrong with these listings?

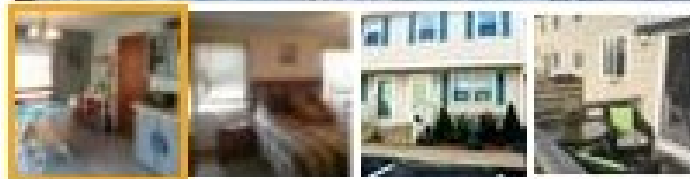
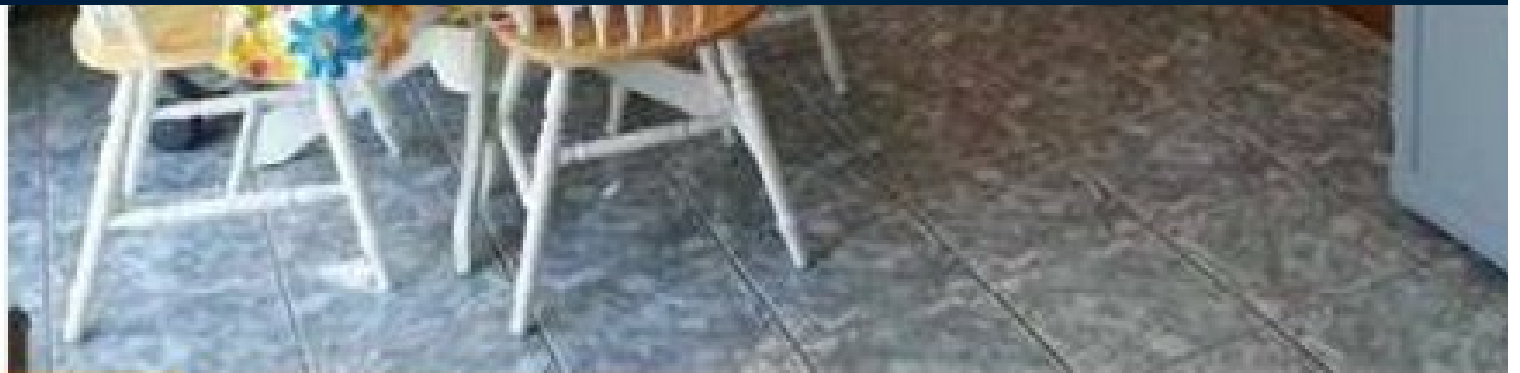


What is wrong?

Apps ★ Bookmarks The RE/Education C... Dashboard | Contac... reeducator Commit... Facebook LinkedIn Twitter



Beautiful 3 floor 2 Br town house Fairhaven /Mattapoisett line , deck, open kitchen, Exceptional school s



Property 12345 - 3 Bedrooms, 2 Bathrooms, Full Kitchen, Hardwood Floors



ID: 1913372

Location: Bernard St., NewtonRent: \$4800 / Month

Broker Fee: One Month

Available Date: June 1st

Beds: 4

Baths: 2.5

Pet: Pet Friendly

Features: Bay Windows, Fireplace, Hardwood Floors, Laundry in Unit

Newton 4 Bdrm, 2.5 bath, 3 story home on Charles River (over 1 acre yard that borders the Charles
downtown Boston!Newton 4 Bdrm Home on Charles River

Beautiful home with a 1.5 acre yard that opens onto the Charles River. Ready to move in 4 bedroom
(family room) that opens onto a huge 1 acre yard on the Charles River. Beautiful tranquility of



Newton 4 Bdrm, 2.5 bath, 3 story home on Charles River (over 1 acre yard that borders the Charles!) Beautiful, tranquil views and only 20 minutes from downtown Boston! Newton 4 Bdrm Home on Charles River

Beautiful home with a 1.5 acre yard that opens onto the Charles River. Ready to move in 4 bedroom, 2.5 bathroom home with a finished basement (family room) that opens on to a huge 1 acre yard on the Charles River. Beautiful tranquil views of the Charles River. You can canoe up and down the river surrounded by parks and wilderness. Very child friendly and quiet street. Near a private golf course and conservation area down the street and surrounded by trees.

Excellent public schools: Countryside Elementary, Brown Junior High School and Newton South High School (there are also many excellent private schools in the vicinity).

Fireplace, hardwood floors, 2 hardwood decks, garage, washer/dryer, 2 big bay windows overlooking the huge yard and Charles River.

Easy access to I-95/128 and Rte. 9. Only a 20 minute drive to Downtown Boston, yet in a peaceful idyllic setting!

Call



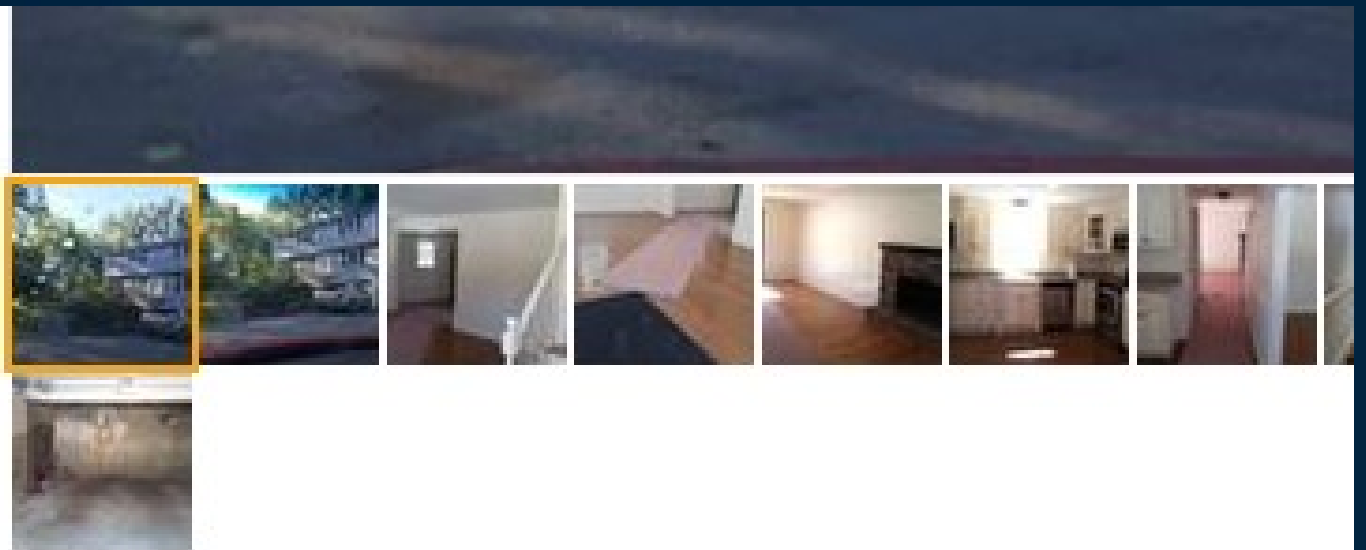
What is wrong?

★ Bookmarks The RE/Education C... Dashboard | Contac... reeducator Commit... Facebook LinkedIn Twitter



Beautiful House for Rent in Groton MA!

- Heat & Water Included!!
- 4 Bedrooms



Beautiful House for Rent in Groton MA!

- Heat & Water Included!!



What is wrong?



APT available to move in second week of July. Available for showing 1st week of July.

Large modern 3 bed apartment for rent in quiet end of street with off street parking for 2 cars and heat/HW/appliances all included.

This three bedroom apartment has a large modern kitchen with a kitchen island and all appliances kitchen and bathroom have wall/floor tile throughout. The spacious living/dining room has hardwood floors with access to private deck through sliding door. The kitchen comes equipped with a oven unit is also provided. The bedrooms have hardwood oak floors with walk in closets.

This apartment is on the second floor (top most floor). The apartment features extra security with front door and then let them in with the remote door opener so you don't have to walk down the stairs. The apartment was built in 1985 so it has a modern electrical/heating system with fire/carbon alarms with no lead paint.

Off Street parking space for two cars is also included with plenty of parking spaces on the street and no parking issue during snow days because of the included off street parking and plenty of access to on street parking.



APT available to move in second week of July. Available for showing 1st week of July.

Large modern 3 bed apartment for rent in quiet end of street with off street parking for 2 cars and heat/HW/appliances all included.

This three bedroom apartment has a large modern kitchen with a kitchen island and all appliances. The kitchen and bathroom have wall/floor tile throughout. The spacious living/dining room has hardwood floors and outlets with access to private deck through sliding door. The kitchen comes equipped with a oven, refrigerator, and dishwasher. A central air unit is also provided. The bedrooms have hardwood oak floors with walk in closets.

This apartment is on the second floor (top most floor). The apartment features extra security with a front door and then let them in with the remote door opener so you don't have to walk down the stairs. The building was built in 1985 so it has a modern electrical/heating system with fire/carbon alarms with no lead paint.

Off Street parking space for two cars is also included with plenty of parking spaces on the street. This is a great feature during snow days because of the included off street parking and plenty of access to on street parking.



What is wrong?

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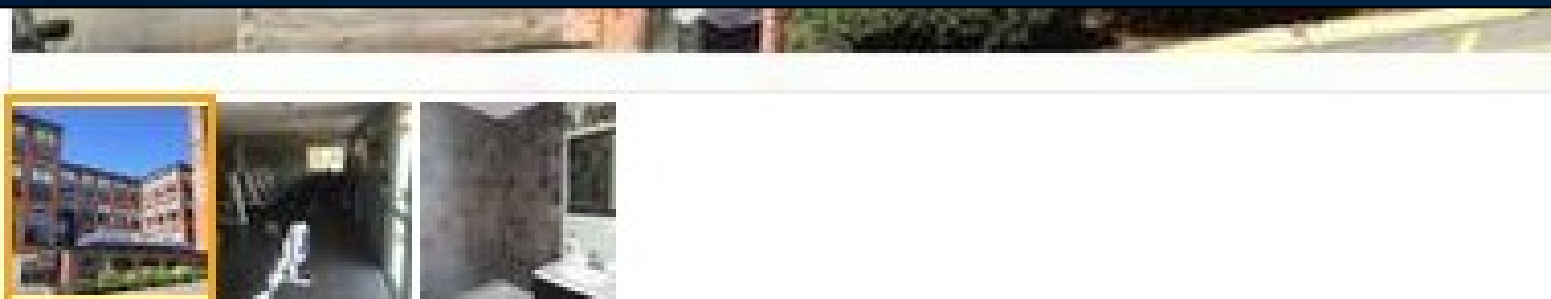


Absolutely gorgeous brand new condo penthouse suite 2 bedrooms 2 bathrooms, gorgeous kitchen
Old school house loft look high ceilings. Professional building. Luxery condo
High ceilings 1st floor fitness center
Galley style kitchen with breakfast bar to dining room and living room
Stainless steel appliances, stove, refrigerator, microwave, garbage disposal, dish washer, washer d
Granite counter tops
5 huge windows with custom made blinds
Master bedroom with master bath holds a huge king size bed.

s gas heat

intercom and TV monitor
entrance is St Johns road
Will not last

Must have good credit or pay 6 months 1 year in advance upfront



Absolutely gorgeous brand new condo penthouse suite 2 be
Old school house loft look high ceilings. Professional build
High ceilings 1st floor fitness center
Galley style kitchen with breakfast bar to dining room and l
Stainless steel appliances, stove, refrigerator, microwave, gar
Granite counter tops
5 huge windows with custom made blinds



Fair Housing

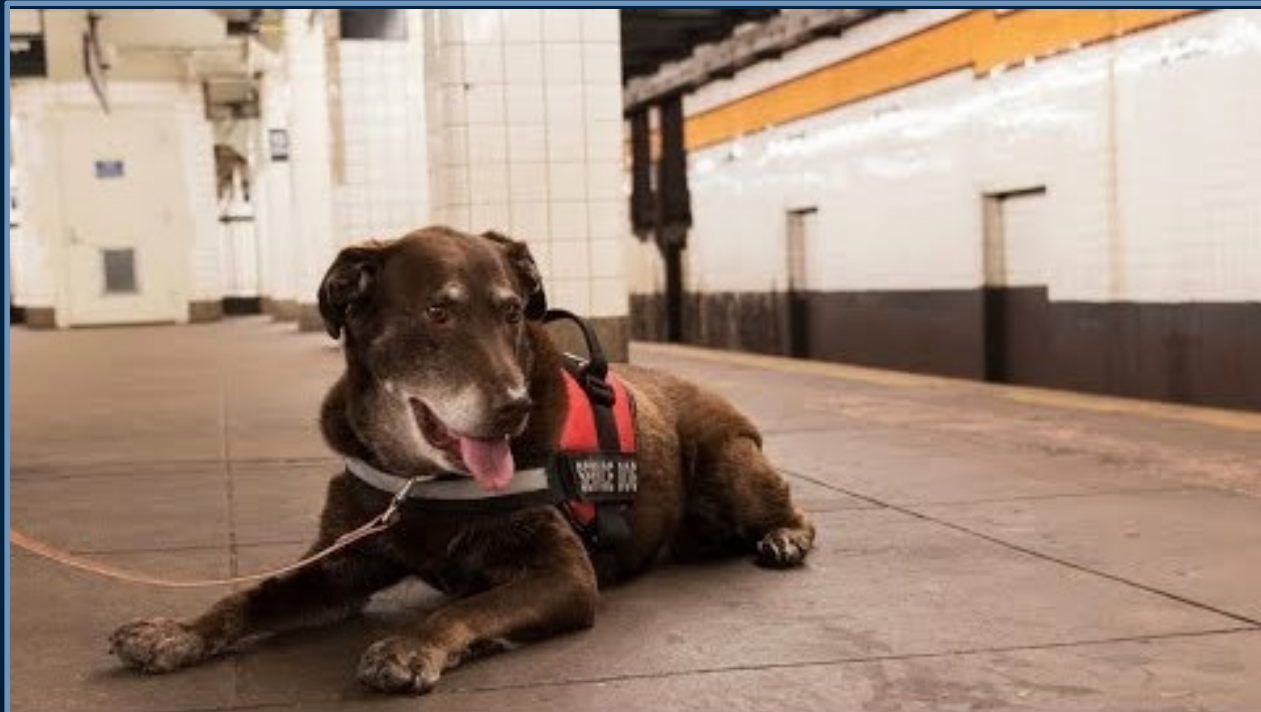
CHAPTER 151B. UNLAWFUL DISCRIMINATION BECAUSE OF RACE, COLOR, RELIGIOUS CREED, NATIONAL ORIGIN, ANCESTRY OR SEX

Chapter 151B: Section 7. Posting notices setting forth excerpts of statute and other information; refusal to post

Section 7. Every employer, employment agency, real estate agency, rental office, labor union, institutional creditor, proprietor of a business or of a place of public accommodation, or other person, corporation, or group subject to this chapter, shall post in a conspicuous place or places on his premises a notice to be prepared or approved by the commission, which shall set forth excerpts of this chapter and such other relevant information which the commission deems necessary to explain the chapter.



- Reasonable Accommodation
 - Reasonable accommodation and modification must be made at tenant's own expense Units of 10 or more, modifications must be made at owner's expense.
- Assistance Animals





Best Practices

- Display the Fair Housing Poster in your Place of Business
- Use the Equal Housing logo in advertising and websites
- Create office policy on advertising
- Review office policy on advertising
- Create all advertising about the property
- Never use the people who would, could, should, live there



Lead Paint

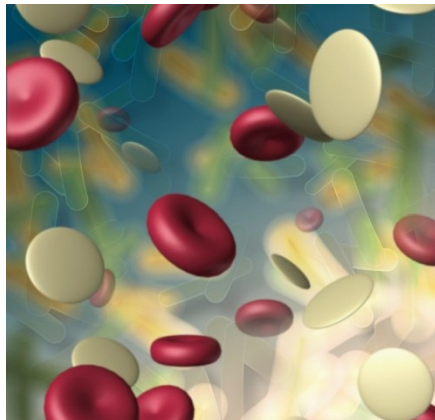
Ingested

Lead is hazardous when ingested.



Absorption

Children absorb 50% more lead than adults



Pathway

Digestion
Blood
Soft Tissues



Poisoning

5 μ /dcl
Lowered recently
Effects may be irreversible

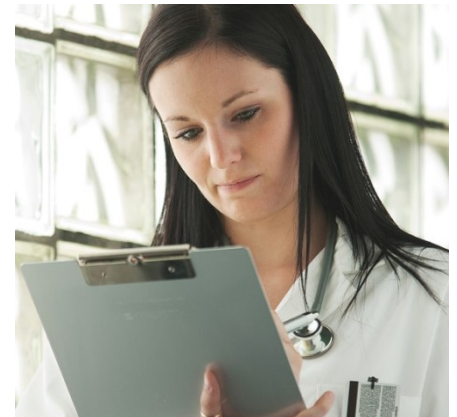
Treatment

Removal from hazard



Damage

Central Nervous System
Eyes
Hearing





Disclosure

Tenant Certification Form

Required Federal Lead Warning Statement

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention. The Massachusetts Tenant Lead Law Notification and Certification Form is for compliance with state and federal lead notification requirements.

Owner's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):

(i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

(ii) _____ Owner/Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the owner/lessor (Check (i) or (ii) below):

(i) _____ Owner/ Lessor has provided the tenant with all available records and reports pertaining to lead -based paint and/or lead-based paint hazards in the housing (circle documents below).

Lead Inspection Report; Risk Assessment Report; Letter of Interim Control; Letter of Compliance

(ii) _____ Owner/Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Tenant's Acknowledgment (initial)

(c) _____ Tenant has received copies of all documents circled above.

(d) _____ Tenant has received no documents listed above.

(e) _____ Tenant has received the Massachusetts Tenant Lead Law Notification.

Agent's Acknowledgment (initial)

(f) _____ Agent has informed the owner/lessor of the owner's/lessor's obligations under federal and state law for lead-based paint disclosure and notification and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

Owner/Lessor

Date

Tenant

Date

Agent

Date

Owner/Lessor

Date

Tenant

Date

Agent

Date

- (i) _____ Owner/Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Tenant's Acknowledgment (initial)

- (c) _____ Tenant has received copies of all documents circled above.
(d) _____ Tenant has received no documents listed above.
(e) _____ Tenant has received the Massachusetts Tenant Lead Law Notification.

Agent's Acknowledgment (initial)

- (f) _____ Agent has informed the owner/lessor of the owner's/lessor's obligations under federal and state law for lead-based paint disclosure and notification and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

Owner/Lessor	Date	Owner/Lessor	Date
Tenant	Date	Tenant	Date
Agent	Date	Agent	Date

Owner/Managing Agent Information for Tenant (Please Print):

Name	Street	Apt.
City/Town	Zip	Telephone

_____ I (owner/managing agent) certify that I provided the Tenant Lead Law Notification/ Tenant Certification Form and any existing Lead Law documents to the tenant, but the tenant refused to sign this certification.

The tenant gave the following reason: _____

The Massachusetts Lead Law prohibits rental discrimination, including refusing to rent to families with children or evicting families with children because of lead paint.

Contact the Childhood Lead Poisoning Prevention Program for information on the availability of this form in other languages.

Tenant and owner must each keep a completed and signed copy of this form.

CLPPP95-17 Rev.5/04



Lead Testing



Inspector



**Risk
Assessor**



Reports

Inspections

A blue-tinted architectural drawing of a building plan, showing various rooms and structural elements. The word "NORTH" is visible at the bottom left.

**Risk
Assessment**

A blurred image of a document with numbers, possibly a risk assessment report.

**Certificate of
Compliance**

A blurred image of a document with text, possibly a certificate of compliance.



Massachusetts Lead Paint Database



Record Keeping

Landlord (property) files should include, but not be limited to:

- Listing Agreement
- Rental Listing Sheet or MLS Sheet
- Tenant Lead Paint Certification form, for properties built prior to 1978
- Rent and Security Deposit Receipt
- Showing Log
- Lease Agreement



Record Keeping

Rental Book:

- Copies of Rental listing sheet or MLS sheet
- Rental Book Showing Log by Date
- Telephone Log





Record Keeping

- Telephone calls received
- Telephone calls attempted
- Telephone calls completed



Each office should set up a system whereby telephone calls are systematically returned and logged.



WORKING WITH THE LANDLORD

- **Verifies with Landlord:**
 - the legality of the unit
 - current valid occupancy permits
 - certificates of compliance





WORKING WITH THE LANDLORD

“For Rent” signs.

Permission should be given by the landlord/owner to advertise in any manner, including placing a “For Rent” sign on the property.

FOR RENT

(425) 898-3188

www.fullservicepm.com

 *full Service*
PROPERTY MANAGEMENT, PLLC



WORKING WITH THE LANDLORD

- **Permission to Show.**
- **Privacy Rights of Current Tenants.**
 - If keys are needed show the property.
 - Must current tenants be contacted? If so, get names & telephone numbers.
 - Are there special showing instructions requested by current tenants? Tenants have privacy rights and rental agents must be flexible to work around reasonable requests by current tenants who wish to restrict showing times.



Marketing the Property

- Risk Management
 - Accuracy
 - Availability
 - Google Alerts



WORKING WITH THE TENANT



One Questions

If you could ask just one question to discover a perfect rental unit, what would your question be?





Rental Listings

RECORD KEEPING

Tenant files should include, but not be limited to:

- **Tenant Brokerage Fee Disclosure**
- **Tenant Application**
- **Tenant Intake and History of Properties Shown Form**
- **Tenant Lead Paint Certification form, for properties built prior to 1978**
- **Rental Unit Condition Statement**
- **Rent and Security Deposit Receipt**
- **Lease Agreement**



WORKING WITH THE TENANT

- **The Fee Disclosure Requirement: Written Disclosure to the Prospective Tenant (254 C.M.R. 7.00: Apartment Rentals)**
 - First Personal Meeting
 - To Discuss Property
- [Rental Brokerage Fee Disclosure](#)



Fee Disclosure Requirement

State whether the prospective tenant will pay a fee for brokerage services:

- The amount of the fee
- Manner and time which the fee is due
- Whether or not the fee will be payable regardless whether or not a tenancy is created
- Signed by the broker or salesperson, including license number and date of notice
- Signed by the prospective tenant, or noting refusal to sign



- Tenant Intake form
 - Rent amount
 - Size
 - Locations
 - Amenities
 - Parking
 - Transportation needs
 - Time frame



Residential Rental

- Qualifications a landlord may want:
 - Employment
 - Income
 - Credit History
 - Credit Score
 - Personal and Landlord References
 - Criminal History



Screening Tenants / Application Process

Landlords, brokers or other persons responsible for renting apartments cannot deny accommodations based on:

- Race
- Color
- Religion
- National Origin
- Familial Status
- Handicap
- Sex
- Age
- Marital Status
- Veteran History or Military Status
- Sexual Orientation
- Children
- Public/Rental Assistance
- Gender Identity
- Genetic Information



Prohibited Behavior

- **Steering**
 - The illegal practice of directing a member of a protected class towards or away from a particular area or neighborhood.
 - Steering is often subtly and difficult to detect, homeseekers can be unaware that their choices have been limited. Words, phrases or actions that are intended to influence the choices of a prospective buyer are discriminatory actions.
- Preference Implicit or Implied
- Asking or Giving Identification of Protected Class



LEAD PAINT LAW

- **Mandatory Lead Paint Forms**
 - 1) Tenant Lead Law Notification.
 - 2) Tenant Certification Form.
- Notification should be given at first meeting and at application
- Certification must be signed by landlord first.
Tenant can not sign a blank form



Lead Paint

- What is your answer?
 - Do you have any units without lead paint?
 - Does this unit have lead paint?
 - Will the landlord delead this unit?
 - Will the landlord test this unit for lead paint?



Showing Property

A few more things!

- Safety
- Always accompany
- Interest without seeing is indicator of Fraud



Housing Choice Voucher Program

SECTION 8



Over 100 Public Housing
Authorities(PHA) in
Massachusetts that oversee
Section 8



Things to know about Section 8

- Families may have spent over a year in some areas on the waiting list.
- Some PHAs cover many communities
- Vouchers are often transferable
- Fair Market Rent and Income Limits are based on HUD guidelines
- PHA can adjust those guidelines
- Tenant must pay 30% of rent
- Units must undergo a Housing Quality Standards Inspection



- A landlord may consider
 - Payment of rent and utilities
 - Caring for a unit and premises,
 - Respecting the rights of other residents to the peaceful enjoyment of their housing,
 - Criminal activity that is a threat to the health, safety or property of others, and
 - Compliance with other essential conditions of tenancy



WORKING WITH THE LANDLORD

Discrimination

- A rental agent Should Not represent or work with any landlord who will not take Section 8 applicants. Once the rental agent learns that a landlord refuses to take Section 8 applicants:
 - The rental agent should withdraw from the listing.
 - The rental agent should advise the landlord in writing that the listing is terminated and that the landlord should respond directly to any all applicants.
 - Place a copy of the termination letter in the rental property file



Rental Application Process



Rental Application Process

Rental Application

- The Rental Application Process - A screening process to select tenants who are likely to pay rent on time, keep the rental in good condition, and not cause problems.





Important

Application Form Changes as of 1/1/2020



A recent MA statute reforming the states criminal justice system now requires specific provision relating to rental applications which seek information concerning prior arrests or convictions of the prospective applicant.



Due to these restriction the GBAR application has removed the question regarding previous felony convictions.



Only the current GBAR form should be used.



Rental Application Process

Permissible reasons to reject a tenant's application

Untruthful responses

Negative references from previous landlords

Previous eviction lawsuits lost

Income



Rental Application Process

Convictions

illegal
behavior

Inability to
meet lease
terms

Danger

**Exception
Military Status**



Credit

Credit Score

Credit Report

Criteria

Must provide
Credit Reporting
Agency



RENTAL UNIT CONDITION STATEMENT AND RECEIPTS



Deposits and Receipts

- Monies Received**
- Fee**
- When the Landlord Pays the Fee**
- When the Tenant Pays the Fee**
- Security Deposit**
- Last Month's Rent Receipt**



RENTAL UNIT CONDITION STATEMENT and RECEIPTS

- **Preparation/Delivery of Premises**
- **Inspection of Premises by Owner or Agent**
- **Condition**
- **Town/City Inspection**



RENTAL UNIT CONDITION STATEMENT and RECEIPTS

Security Deposits

- What a Landlord may take at the inception of the Tenancy:
 - First Months Rent
 - Last Months Rent
 - Security Deposit
 - Lock/Key Deposit
 - Illegal Deposits are anything more than stated above regardless of what they are called: Cleaning Deposit, Pet Deposit, etc.



• Security Deposit Receipts:

- A receipt must be given for the Security Deposit
 - Bank
 - Address
 - Account #
 - Amount deposited
- Massachusetts bank
- Interest bearing
- Tenant is entitled to 5% interest
 - or lesser amount the bank pays
 - to be paid annually
 - If landlord fails to pay tenant may deduct from rent
- Interest due after one year
- Records



Apartment Condition Statement

Mandatory if
Security Deposit

Landlord states
current damages
and code
violations

Must be given with
security deposit or
within 10 days of
tenancy



Apartment Condition Statement

Tenant
Reviews

Must reply if
they don't
agree

15 days of
receipt of 15
days of tenancy



Apartment Condition Statement

Landlord
Reviews

Must reply if
they don't
agree

15 days of
receipt



Apartment Condition Statement

Only an
exchange of
statements

Basis for future
deductions from
Security Deposit



Maintaining Proper Records

- Detailed information of damage,
- security deposit history,
- records of repair dates & receipts,
- copies of security deposit receipts and
- condition statements given to each tenant.
- Under MA Law, tenants or prospective tenants can request to inspect these records.
- Landlords need to maintain these records for up to 2 years from the date of termination of tenancy/occupancy.



- **Warranty of Habitability** – delivery and maintenance of property in clean, sanitary, and safe condition.



The Covenant of Quiet Enjoyment

The Tenant's right to live peacefully and freely in his unit, absent from any direct or indirect interference by the landlord, includes:

- **Limited access by Landlord**



Safety and Habitability

The Covenant of Quiet Enjoyment

- Limited access by Landlord only to:
 - Inspect premises.
 - Make repairs to the premises.
 - Show the unit to a prospective tenant/purchaser/agent/mortgagee/appraiser.
 - If premises appear to be abandoned.
 - Pursuant to a court order.



LEASE VS. TENANCY AT WILL AND TERMS



Lease vs. Tenancy at Will & Terms

- **Types of Tenancy:**
 - Tenancy at Will
 - Lease



Lease

- Formal agreement in writing where parties agree on a rental amount and a specific rental date.
- Less freedom to terminate the tenancy.
- Rental amount is usually fixed for the lease term unless there is a built-in escalation clause.



Lease

FOR RENT



Lease

- Subsidized Tenancy Agreements
- Tax Escalation Clauses
- Utilities
- Late Payments
- Reserving the Right of Entry in a Written Lease ?
- Limitations (Covenant of Quiet Enjoyment)
- Who may enter (Covenant of Quiet Enjoyment)
- Purpose of Entry (Covenant of Quiet Enjoyment)
- Timing – No Statutory Rule Tenant be Given 24 hour notice
- “Reasonable Notice” MGL Chapter 186 section 15B



Lease

Some Lease provisions considered illegal:

- Tenant can't waive right to eviction by due process of law.
- Tenant can't be held responsible for making all needed repairs.
- Landlord cannot charge interest or a penalty for rental payments less than 30 days late.



Lease

- Illegal to include a real estate tax escalation clause unless the clause includes:
 - Tenant obligated to pay proportionate share, based on unit size.
 - Exact percentage of increase.
 - If landlord receives an abatement, the tenant will receive his/her proportionate share.
- Tenant can't waive right to legal recourse against negligent or intentional acts by landlord.



Tenancy at Will

- Can be oral or written; either is enforceable.
- Parties agree on renting the unit for a certain amount of money and without a specific termination date.
- Can be terminated by either party giving written notice (30 days or full rental period, whichever is longer).
- No reason required to terminate.
- Rental amount can be changed upon a rental period's notice.



Lease & Tenancy at Will

Mandatory inclusions in a lease or written Tenancy at Will:

- Names, addresses and telephone numbers of owners and/or other persons responsible for maintenance and repair.
- Names, address, and telephone numbers of person authorized to receive legal notices.
- Amount of security deposit, if any, and disclosure of rights under the Security Deposit Law.

Landlord must give an executed copy of the lease or rental agreement within 30 days of the tenant signing it.



MOVE IN AND BEYOND



Tenants



- Arrange to meet the tenant on move in day
- Make sure there is access to the unit
- Follow up with Apartment Condition Statement
- Make sure they have your contact info
- Ask for referral



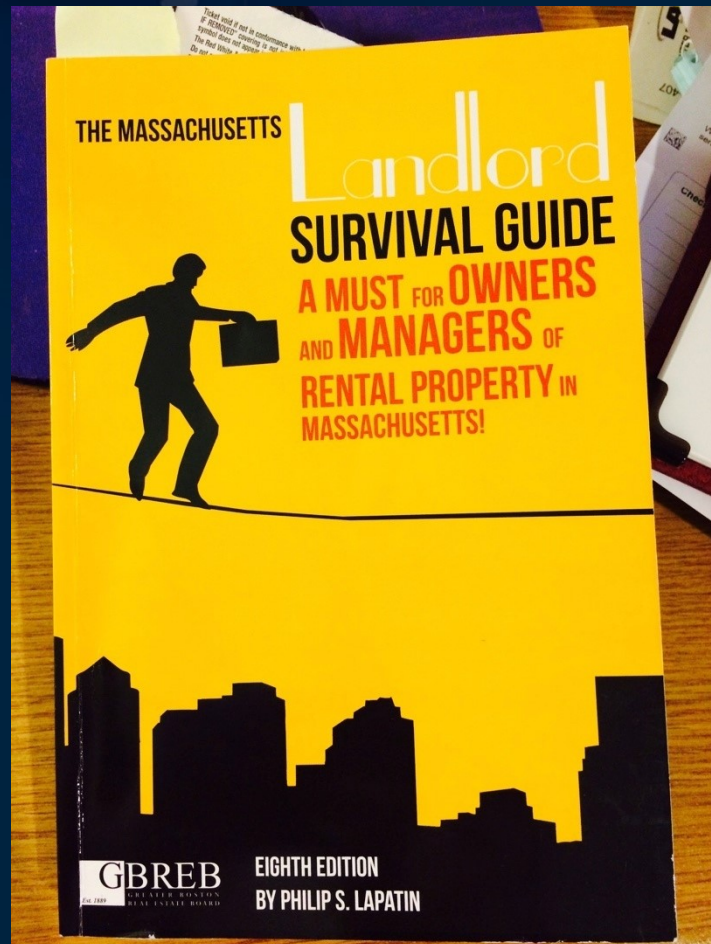
Landlords



- Delivery or follow-up Apartment Condition Statement
- Review checklist for completion
- Ask for another rental listing

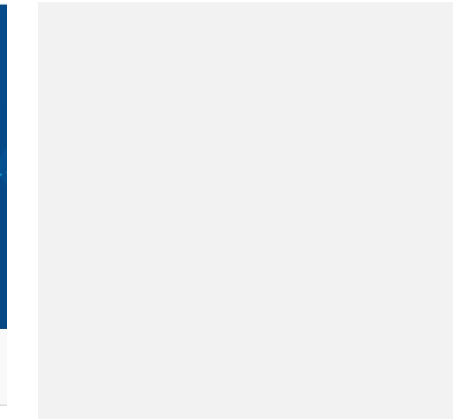
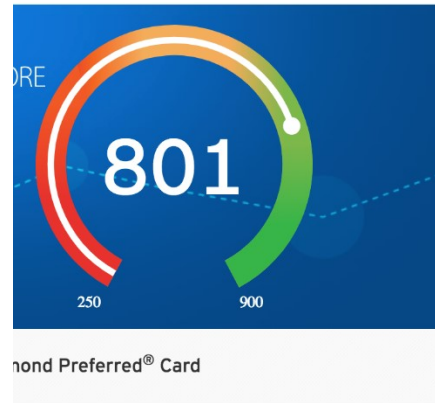


Resources

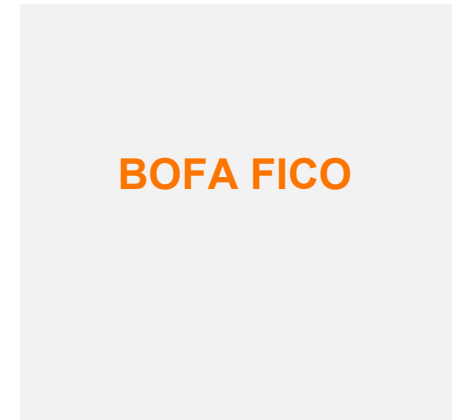


- Landlord Survival Guide – Philip Lapatin

CITI - FICO



BOFA FICO



Chase - TransUnion

