



Landlord-Tenant-Support Worker Communication Agreement

A note about this tool:

This communication agreement may be used in situations where you, the tenant, are working with a support person (e.g. a professional support worker or a family member or friend) to ensure you remain stably housed.

While it is often best to speak directly with those involved, in some situations it may be helpful to share the information in writing. As such, you can complete this form and then share it with your landlord to promote open communication between you - as tenant, your support person, and the landlord.

The form can easily be modified, but includes those issues most frequently cited by landlords as cause for concern and may lead to eventual eviction if not resolved. The important thing is to identify and address problems before they become irreparable.



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Dear _____ [NAME OF LANDLORD] _____:

My goal is to pay my rent on time, follow the provisions of my lease, keep my apartment in good condition, and get along with my neighbors. I am working with others who will help me do this, but I need your help. I am asking you to inform both my support worker (or family member/friend) and me if any of the following occur. We appreciate your cooperation.

If there is an issue, you can fill out the attached checklist and send it to us by mail or contact us by telephone (or email) to discuss your concerns.

Please contact me, the tenant, in writing at the following address: _____
or call me at this number/email: _____

Please also contact (name): _____
Relationship to tenant: _____
at (agency/address): _____

or call/email at: _____

Thank you for your cooperation!

(Signature of Tenant)

(Date)

(Signature of Support Person)

(Date)



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Notice to Tenant and His/Her Support Person

Tenant Name: _____

Address: _____

Date: _____

Landlord has not received full rent by the 3rd day of the month.

Landlord has received a complaint that there is too much noise from the tenant's apartment.

Landlord has significant concerns about the condition of the tenant's unit. Example:

Landlord has seen damage or received complaints about bad smells that could be related to garbage.)

Landlord thinks someone is living in the tenant's unit who is not named on the lease.

Landlord thinks someone in the tenant's unit may be doing something illegal.

The behavior of someone living in or visiting the tenant's unit is causing other tenants to complain.

Landlord has seen something that is a violation of the lease.

Describe violation: _____

_____ Other: _____

Landlord/Property Manager's Name: _____

Signature: _____

Contact Phone/Email: _____

