

Housing Choice Voucher Program LANDLORD PROPERTY INFORMATION SHEET

The Landlord Property Information Sheet is completed by a Property Manager/Owner requesting to advertise a rental property on the *Available Unit List* provided to Housing Choice Program Vouchers Participants. Please contact the local municipalities Rental Compliance Department for your rental property requirements. DHC may request a current copy of the Rental Compliance Certification on any unit receiving subsidy under the program at any time.

- Unit will remain on our listing for 30 days.
- Information must be submitted on or before the 27th of each month
- Information must be submitted once every month to remain on the listing.
- **Please print clearly.** Illegible writing will not be listed.

Landlord Information

Name: _____

Phone Number: (_____) _____

Owner Email: _____

Property Information

Address: _____ Unit Number: _____

City: _____ Zip: _____

Bedroom Size: _____ Security Deposit*: \$ _____ Rent: \$ _____

Unit Type: choose one

Apartment	Single Home	Townhouse	Duplex
2 Family Flat	3 Family Flat	4 Family Flat	Condo

- * Michigan Law States That The Security Deposit **Cannot Exceed One and Half Times The Monthly Rental Rate.** Any listing that exceeds this rule will not be listed. You must provide a phone number for contact.

Properties being considered for the program must provide documentation of CURRENT

Property Taxes - not past due
Water Bill - past due



"Equal Housing Opportunity



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DHC will provide a reasonable accommodation to a qualified individual with a disability by providing modifications, alterations or adaptation in policy, procedures, practices. Please advise us if you require a reasonable accommodation.