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[www.otsegoruralhousing.org](http://www.otsegoruralhousing.org)

### OWNER OBLIGATIONS

#### THE OWNER OF YOUR UNIT IS RESPONSIBLE FOR:

- Maintaining the unit in accordance with our standards and providing normal maintenance.
- Providing information required by our office.
- Collecting any security deposit and your share of the rent from you. They **must not** collect a larger rent payment from you than what the lease and HAP Contract specify and must immediately return any excess rent payment to you.
- Collecting any charges for damage caused by you, a member of your family, or your guest.
- Enforcing your obligations under the lease.
- Paying for utilities and services unless paid by you under the lease.

#### THE OWNER OF YOUR UNIT MUST NOT:

- Violate the Fair Housing Act, Federal Equal Housing Opportunity requirements, New York State Real Property Law, or their obligations under the Housing Assistance Payments Contract.
- Commit fraud, bribery, or any other corrupt or criminal act in connection with a Federal Housing Program.
- Treat you differently from other tenants due to your participation in the HCV Program or any other legal source of income.

### TENANT SCREENING

Owners are permitted and encouraged to screen families on the basis of their tenancy histories. An owner may consider a family's background with respect to such factors as:

- Payment of rent and utility bills
- Caring for a unit and premises
- Respecting the rights of others to the peaceful enjoyment of their housing
- Drug related criminal activity or other criminal activity that is a threat to the life, safety, or property of others.
- Compliance with other essential conditions of tenancy.

Owners **may not** deny a family's application for a rental unit based on a past legal conflict with a landlord, such as suing a previous landlord to make needed repairs. If a landlord rejects a family after using a tenant screening service report containing prior landlord-tenant cases or relies on review of those records themselves, the law assumes the family was rejected because of this history. The landlord may have to pay a fine between \$500 to \$1,000 to the State if they cannot give a good reason for the denial.

#### THE AGENCY MUST GIVE THE OWNER:

- The family's current address (as show in records).
- Name and address (if known) of the landlord at the family's current and prior addresses.
- Information about the tenancy history of family members.
- At the owner's request, information on drug-related criminal activity by family members, if available.

**I/We have read and understand the ORHA HCV Program Owner Obligations, and I/we agree to abide by these obligations.**

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Date