



RENT GUARANTEE PROGRAM PROGRAM PROVIDER/LANDLORD AGREEMENT

Rent Well, program of Transition Projects, is a 15-hour tenant education program taught by certified instructors across Oregon and Washington. When an individual graduates they have the possible opportunity to have their future landlord reserve fund through the Rent Guarantee Program, up to \$5000, if a tenant leaves their unit within 12 months of signing the lease and left damages, unpaid rent, or legal fees. The funds are provided through the Oregon Housing and Community Services and their partnership with, Transition Projects’ Rent Well Program as the Rent Guarantee Program Provider in Multnomah Co. and beyond. This Agreement (“Agreement”) is between the participating Landlord at the time of initial agreement, the Program Provider, and Tenant. Signatures must be original and kept in the tenant file.

Step 1: Call/Email the Rent Well Administrator to ensure Graduation Certificate validity and funding availability at rentwell@tprojects.org or 503-515-1328 before signing a lease with the tenant.

Step 2: Fill out the Application form and submit the Application packet to the Rent Well Administrator at rentwell@tprojects.org within 30 days of the tenant’s occupancy. The Application packet must include:

- Signed Copy of the Lease/Rental Agreement
- Copy of the Move-In Condition Report/Inspection signed by both the landlord and tenant
- This Rent Guarantee Program Provider/Landlord Agreement signed by landlord and tenant

PROGRAM PROVIDER INFORMATION

Program Provider Name: Transition Projects, Rent Well Program
 Mailing Address: 8028 E Burnside Street, Portland OR 97215
 Telephone Number: 503-515-1328 Email Address: rentwell@tprojects.org

LANDLORD INFORMATION

Landlord Name: _____
 Mailing Address: _____
 Telephone Number: _____ Email Address: _____
If Landlord is not the owner of the residence, complete the following:
 Owner’s Name: _____
 Mailing Address: _____
 Telephone Number: _____ Email Address: _____

TENANT INFORMATION

Tenant(s) Name: _____
 Address They Are Moving Into: _____
 County Where Residence is Located: _____
 Telephone Number: _____ Email Address: _____
 Enter Date (“Effective Date”) Tenancy Begins (must match lease/rental agreement): _____
Guarantee term begins on date listed above and for a period of twelve (12) months from this date.
 Monthly Rental Amount: _____ Enter Deposit/ other Fees Amounts: _____
 Would you have rented to this tenant without this Guarantee? Yes No Maybe

LANDLORD CERTIFICATION:

Terms and Conditions:

Landlord is an independent contractor and not an agent of Oregon Housing and Community Services (“OHCS”) or of the Program Provider.

Landlord agrees to rent/lease the Residence to the Tenant in accordance with the Landlord/Tenant Agreement for a period of at least twelve (12) months from the date the Agreement begins, providing Tenant remains in compliance with the Landlord/Tenant Agreement.

This Guarantee is only valid on claims related to damages, unpaid rent, and eviction costs within twelve (12) months of the Effective Date and upon tenant’s vacancy of the Residence. This Guarantee is subject to available funding at the time of claim and is limited to \$2,000 for unpaid rent and \$5,000 in total for all damages to a single landlord under the Rent Guarantee Program. This Guarantee covers only those costs allowable by the Rent Guarantee Program (“Program”) and that exceed the security deposit.

Landlord agrees to submit a request for Guarantee funds, with all required documentation to the Program Provider within 30 days of the date when the Tenant vacates the Residence or is evicted for non-compliance with the Landlord/Tenant Agreement.

Landlord agrees not to recoup any costs claimed against the Program from the Tenant or from the Housing Choice Landlord Guarantee Program or other third party entity, such as insurance. If a judgment has already been filed against the Tenant, the Landlord will file a satisfaction of judgment with 30 days of receipt of payment and send a copy of such satisfaction to OHCS.

Landlord agrees to comply with all laws, regulations and guidelines under the Program, including, but not limited to Program specific requirements, public policy for protecting civil rights, government-wide administrative mandates affecting the landlord’s accounting and record keeping systems, and any rules, regulations or guidelines imposed by the Program Provider.

Landlord agrees to Program Provider’s and OHCS’ monitoring rights and responsibilities and the methods used by Program Provider and OHCS for monitoring. Landlord agrees to the non-revocable rights to inspect the Residence identified in this Agreement by Program Provider or OHCS upon reasonable notice, for the purposes of monitoring and/or the verification of claimed expenses.

Termination of this Agreement may occur upon such a directive by the Program Provider or by OHCS through the Program Provider. OHCS shall not be liable to any of the parties of this Agreement or to other persons for directing that such Agreement be terminated or for any program claims submitted after the date of termination.

By signing this Rent Guarantee Program Provider/Landlord Agreement form, I certify that this information is true and correct to the best of my knowledge and that I agree to follow all rules, regulations and guidelines set forth in this Agreement.

Landlord Signature

Date

TO BE COMPLETED BY PROGRAM PROVIDER

Program Provider agrees that by signing this Rent Guarantee Program Provider/Landlord Agreement form that the Tenant meets all Program eligibility requirements and has successfully completed an OHCS-approved Tenant Readiness Education course. Program Provider agrees that should the Tenant vacate the Residence or be evicted for non-compliance of the lease/rental agreement and Landlord completes the necessary documentation within 30 days from the date the Tenant vacates or is evicted, Program Provider will verify damages, in cooperation with Landlord and will process the request for Guarantee funds through OHCS and in accordance with all Program rules, regulations and guidelines and submit to OHCS a Rent Guarantee Program Provider Claim Form. Once Program Provider receives funds, Program Provider agrees to provide funds to Landlord within ten (10) business days.

By signing this form, Program Provider certifies that this information is true and correct to the best of his/her knowledge and agrees to follow all rules, regulations and guidelines set forth in this Agreement and within the Rent Guarantee Program.

Program Provider Signature

Date