



Landlord Information

The landlord documents included are: (to view or download these forms double click the blue text)

1. Request for Tenancy Approval (RTA)

The form is required by HUD and must be completed by the landlord and signed by the landlord and the head of household. (HUD-52517)

2. Lease Requirements

This SAHA document describes what the landlord should and should not include in the lease, and how many copies of the lease are required.

3. Tenancy Addendum

This form is required by HUD to be attached to the tenant lease. (HUD-52641-A)

4. Owner Certification Form

This SAHA form certifies legal ownership of the property. A copy of the management agreement is required if the property is managed by property management.

5. Lead Base Paint Disclosure

Required by 24 CFR 35.92(b). Landlords must complete this form for properties built before 1978.

6. W-9

This form is the Request for Taxpayer Identification Number and Certification Form W-9 from the IRS.

7. HQS Inspection Checklist for Landlords

To participate in the Section 8 program, landlords must ensure that units pass Housing Quality Standards (HQS) set by federal regulations and the Department of Housing and Urban Development. This is a checklist to help landlords ensure their units pass HQS inspections conducted by the SAHA inspection team.

Need copies of forms?

Copies of landlord forms are available in to you in several locations for your convenience:

- Request an emailed form from landlords@saha.org
- Download the forms the HUD website:
http://www.hudclips.org/sub_nonhud/html/forms.htm