



Lease Requirements

What must be included on the Lease

- Tenant's name
- Name of all persons to reside in the unit, including name of live-in aide (if applicable)
- Owner's name
- Management Agent's name (if applicable)
- The correct address of the unit
- Security deposit amount collected
- Any extra fees to the tenant such as late payment fees
- Party responsible for utilities and appliances
- Forms and information provided by HUD
- HUD Tenancy Addendum (HUD-52641-A) - Must be attached to tenant copy of the lease
- Lead Warning Statement and Disclosure Information (24 CFR 35.92(b))
- Provision that drug-related criminal activity engaged in by the tenant, any household member, or any guest on or near the premises or any person under the tenant's control on the premises is grounds for termination of tenancy.

What Not to Include on the Lease

- Please do not fill in the lease contract term date or rent amount on the lease at this time. The dates and rent amount will be included on the lease after inspection and agreement between SAHA and the landlord.
- Leases with whiteout, mark-through's, or other corrections will not be accepted.
- Leases that contain blanket charges for maintenance will not be accepted. Maintenance costs must be specifically defined.
- Leases in which the landlord pays utilities up to a certain amount will not be accepted. The lease should state that either the landlord or the tenant is responsible for the utility payment, but not both.