

ERIE COUNTY DEPARTMENT OF SOCIAL SERVICES

Division of Financial Assistance
158 Pearl Street, Buffalo, New York 14202

OFFICE USE ONLY

DATE SENT: RETURN BY:
DATE STATEMENT RECEIVED EXAMINER TEAM
INFORMATION VERIFIED PER T.C. TO LL: [] YES [] NO
PER ERIE COUNTY TAX RECORDS [] YES [] NO
CASE NAME
CURRENT ADDRESS CAT/CASE NO.

LANDLORD STATEMENT

LANDLORD: PLEASE COMPLETE ENTIRE FORM IN INK AND SIGN BELOW:

TENANT'S NAME
ADDRESS RENTED

No. Street Apt. No. City State Zip Code
AMOUNT OF RENT CHARGED \$ Per [] Month [] Week [] Twice Monthly
DATE RENT PAID UP TO
DATE TENANT MOVED IN

DOES TENANT RECEIVE RENTAL ASSISTANCE FROM SEC. 8, HUD, ETC? [] NO [] YES AMT. OF ASSISTANCE \$
APARTMENT LOCATION: NUMBER OF APARTMENTS AT THIS ADDRESS

(Upper/Lower, Front/Rear)

RENT INCLUDES:

AT THIS ADDRESS:

- HEAT [] YES [] NO
ELECTRIC [] YES [] NO
WATER [] YES [] NO
KITCHEN STOVE [] YES [] NO**
REFRIGERATOR [] YES [] NO**
FURNITURE [] YES [] NO**
COOKING FACILITIES [] YES [] NO
MEALS [] YES [] NO
1. TYPE OF HEATING FUEL:
2. HOW MANY METERS? GAS ELECTRIC
3. HOW MANY FURNACES?
4. DOES THIS TENANT HAVE A FURNACE/SPACE HEATER THAT HEATS ONLY THIS APARTMENT? [] YES [] NO
5. IS THIS FURNACE/SPACE HEATER PROVIDED BY LANDLORD? [] YES [] NO
6. IF MEALS ARE INCLUDED IN RENT, HOW MANY MEALS ARE PROVIDED EACH DAY?

PLEASE LIST ALL PERSONS IN THE APARTMENT:

Blank lines for listing persons in the apartment.

ARE YOU RELATED TO ANY PERSON IN THE APARTMENT? [] YES [] NO

IF YES, DESCRIBE RELATIONSHIP:

THE UNDERSIGNED CERTIFIES THAT HE/SHE IS THE [] OWNER [] AGENT OF THE SPECIFIED PROPERTY AND THAT TO THE BEST OF HIS/HER KNOWLEDGE, HE/SHE HAS ANSWERED ALL OF THE QUESTIONS TRUTHFULLY. THANK YOU FOR YOUR COOPERATION.

Signature of Landlord Date
Name of Landlord (Print) Daytime Telephone No.
Address Vendor ID #
Signature of Tenant Date
Telephone No.

* SEE REVERSE SIDE*

LANDLORD MUST SIGN WATER AGREEMENT IF WATER IS NOT INCLUDED IN THE RENT

NOTICE TO RENTERS OF UNFURNISHED APARTMENTS

You are free to select the residence of your choice. However, money to buy furnishings is given only in exceptional circumstances. If you cannot live in an apartment unless the agency provides extra money to buy a stove, refrigerator or furniture, ask your Examiner if you qualify for these benefits before you rent the apartment.

WATER AGREEMENT

New York State Regulations do not permit Erie County to pay the "sewer" portion of the water bill. In all situations, payment of the "sewer" portion of the bill will be the responsibility of the tenant and/or the landlord.

WATER ALLOWANCES CAN ONLY BE GIVEN TO RECIPIENTS WHO ARE BILLED DIRECTLY BY THE WATER COMPANY. (NYCRR 300.6, DEPARTMENT REG. 352.3 (b) AND 84-ADM 42). However, since the City of Buffalo sends its water bills to "occupant", New York State Department of Social Services has granted a waiver to the regulations which allows Erie County to give water allowances to recipients when the bill is addressed to "occupant", IF AND ONLY IF, the client pays his or her water bills directly to the Water Company AND the landlord agrees to the following terms:

1. THE LANDLORD AGREES to take responsibility for any water bills incurred prior to this tenant's date of occupancy.
2. THE LANDLORD AGREES to make payments or arrangements on any outstanding balance due after the Public Assistance recipient's share has been identified, in threatened or actual shut-off situations. This payment or arrangement must be made before Erie County can make payment on the PA recipient's share. This payment/arrangement, by the landlord, may include bills incurred prior to the tenant's occupancy, and bills incurred by other tenants (in a multi-dwelling) who have not paid their share of the water bill.

The undersigned certifies that he or she, as the owner or agent of the specified property, agrees to the above terms.

Date _____

Owner/Agent