

**Carolina Family Health Centers Inc.  
Region 8 Network Housing Program**

**Landlord Participation Agreement**

**Landlord Responsibilities**

The Region 8 Network Housing Program must have a signed ***Landlord Participation Agreement*** on file prior to commencing long-term rental assistance for clients under this program.

I, \_\_\_\_\_, the landlord, agree to the following responsibilities as a part of my and my tenants' participation in the Region 8 Network Housing Program:

1. The housing unit must pass an inspection within sixty (60) days of execution of a new rental agreement or lease (for clients moving into new rental housing) or within sixty (60) days of client certification (for clients in existing rental housing), and that such inspection will take place annually thereafter. The client also has the right to request inspection by the R8NHP program at any time.
2. The Landlord must comply with North Carolina law governing landlord and tenant relations.
3. The Landlord must certify that if the Landlord uses a standard lease form and rent amount for comparable unassisted units, that this standard lease form and rent amount is used for assisted unit(s). The Landlord must also agree to prior approval of the lease document by the R8NHP program prior to execution by the client.
4. While the R8NHP program recognizes the landlord's right to take appropriate action(s) as he or she sees fit within the rights and the limits of the law if the client is not paying his or her portion of the rent, the Landlord should immediately inform the client's Housing Coordinator/Case Manager of any problems concerning the client's non-payment of his or her portion prior to taking legal action.
5. The Landlord should notify the client's Housing Coordinator/Case Manager of any concern regarding the client's ability to maintain the leased premises in decent condition prior to taking any action towards eviction on such basis.
6. The Landlord should cooperate with the client's reasonable efforts to satisfy back rent or make, or pay for the costs of, repairs resulting from damage beyond normal wear and tear to the R8NHP-assisted unit caused by the client or member of his or her household.

7. The Landlord should ask for the Housing Coordinator/Case Manager's assistance with resolving conflict with the client prior to such conflict rising to the level of a breach of lease terms.
8. The Landlord acknowledges that the R8NHP program is not liable for (a) client's rental payments, (b) any injuries or property damage caused by client, members of his or her household; (c) any breach of the terms of any rental/lease agreement between the Landlord and the client. The Landlord acknowledges that the R8NHP program is not liable, and will not pay, for late fees relating to the payment of the program's portion of the rent or the client's portion of the rent.
9. The Landlord must inform the client's Housing Coordinator if the client moves or is deceased within 24 hours, or as soon as it is known. The Landlord must acknowledge that or she is not entitled to any payments from the R8NHP program after the departure of the client or death of the client (unless there are surviving family members within an approved grace period). **Per HUD regulation, failure to notify the Region 8 Housing Program will result in the Landlord having to repay any rent payments that occurred after the client's departure from the premises.**
10. The Landlord must provide immediate access to the rental premises for inspection by the R8NHP program upon departure or death of client to protect the program's interest in the security and/or deposits made on behalf of client.
11. The Landlord must agree to promptly notify the R8NHP program of: (a) any pending transfer of title in the rental property, which is subject to the lease and (b) the date upon which transfer of title occurred and the name and mailing address of the new property owner.
13. The Landlord must notify the R8NHP program of a pending increase in contract rent on the same timeline that such notice is provided to the tenant under the lease or rental agreement. The Landlord acknowledges that such an increase in rent may affect the ability of the R8NHP program to continue providing rental assistance to the tenant at that unit.
14. The Landlord understands that additional payments beyond the approved R8NHP rent amount outlined in the rental agreement, may not be requested by the client or accepted by you.
15. The Landlord acknowledges that the R8NHP program retains the right to offset program rent payments due to the Landlord on units being assisted

under the R8NHP by adjustments resulting from prior overpayments.

16. The Landlord acknowledges that all payments are contingent upon funding due to federal program appropriation and/or local reimbursement.
17. The Landlord acknowledges that all payments are contingent upon the client's continued eligibility for and participation in the R8NHP program.
18. The Landlord acknowledges that the R8NHP program reserves the right to verify information provided by the client or by the rental agency to assure compliance with program requirements. This includes, but is not limited to, other DHS programs, the North Carolina Employment Department, including information regarding your reported wages and earnings or any compensation received through the Unemployment Insurance Center, the North Carolina Department of Motor Vehicles, including your current address, and any other publicly-available sources of information.
19. HUD requires the landlord to complete a W9 tax form and submit it to Carolina Health Centers, Inc.

By signing this document I verify that I have read the above document and will adhere to the landlord responsibilities for the Region 8 Network Housing Program guidelines. If I have questions or concerns about my responsibilities or the program requirements I can call the Housing Coordinator/Case Manager at 252-243-9800 ext. 275 or 252-641-0514.

Landlord's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Housing Coordinator/Case Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_