**COVID-19 Emergency Rental Assistance Agreement**

This letter is to verify that **Tenant** is a tenant residing at **Address** as of **DATE**.

The tenant(s) intend to sign and/or have signed a legally binding lease/rental agreement with

**Building** effective **date**.

The total monthly rent is \_\_\_\_ due on the **first (1st)** day of each month.

The owner/landlord agrees to accept COVID-19 Emergency Rental Assistance payments from **the Colorado Department of Local Affairs** in accordance with the terms stated in the tenant(s) lease/rental agreement. This rental assistance will be paid by the ERA agency for a minimum period of three months, with the opportunity to extend for three months at a time if (a) the tenant continues to need and remains eligible for COVID-19 Emergency Rental Assistance and (b) funding remains available. If at any point the tenant(s) no longer meet the program requirements or are exited from the program our agency will inform the landlord/owner immediately.

The landlord/owner agrees to inform our agency of any lease violations, pending eviction notices or complaints used to commence an eviction against the tenant. The landlord/owner also agrees to notify our agency if the lease is not renewed, or the participant moves out.

1. Our agency agrees to pay the full monthly rent amount for a minimum period of three months, for a total amount of rental assistance of **3 MONTHS OF RENT PAYMENT**, along with estimated average utilities of **AMOUNT** per month, totaling **AMOUNT** for three months.
2. Our agency agrees to pay an additional three months of rental assistance in the amount of **3 MONTHS ADDITIONAL AMOUNT** if **TENANT NAME** continues to need assistance, re-applies, and is determined eligible, and if funding is available.
3. Our agency agrees to pay a security deposit in the amount of **AMOUNT**.
4. Our agency agrees to pay rental application fees in the amount of **AMOUNT**. **Total amount of payment to be made:** First installment of **3 MONTHS RENT+SECURITY DEPOSIT+UTILITIES+RENTAL APPLICATION FEES** and a second for **3 MONTHS ADDITIONAL RENT**

The landlord/owner will be notified in writing if there are any changes to the rental payment portions detailed above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord/Owner (Print) Landlord email and phone number

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­