**LANDLORD**

You may be able to receive up to $1000.00 per month, up to three months, for unpaid residential rent from April 2020 to December 2020 if you agree to the following:

- Assess no penalties, late fees or interest to a tenant’s account for the months for which rental assistance is provided
- Provide tenant credit for any partial payments
- Give tenant a 10% discount on past due rent
- Rescind or cancel any prior notice to vacate and/or dismiss any eviction suit filed within 5 business days of receiving rent assistance payment
- Not interfere with the tenant’s possession of the unit by changing the locks, cutting off utilities or removing appliances
- Provide a 60-day notice to vacate to tenants who become delinquent on payment of rent within two (2) months of receiving assistance
- Accept partial payments of rent and cap monthly late fees to $25.00 for tenants who become delinquent on payment of rent within two (2) months of receiving assistance
- Be able to accept rental assistance payments via Automated Clearing House (ACH)
- Credit payment received to the tenant’s account within 5 days of receipt
- Return any overpayments to BakerRipley within 5 calendar days.
- Repay funds for breach of contract
- Comply with local, state, and federal eviction moratorium laws and federal anti-discrimination laws

**Required Documentation:**

- Photo ID of landlord or authorized landlord representative
- Completed one-page agreement
- EIN/SSN/ITIN
- ACH payment information

**Next steps:**

- Work with tenants to submit a joint application

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**TENANT**

**Qualifications:***

- Unit must be inside City of El Paso
- Current on your lease through March 2020
- Behind on rent payment for April 2020 or months after April
- Confirm that their landlord is listed in the Participating Landlord Directory
- Post COVID-19 income is less than 80% of Area Median Income
- Cannot pay rent due to economic harm from COVID-19

**Required Documentation:**

- Completed application
- Photo ID or utility bill in your name for residence
- Confirmation that post COVID-19 monthly income is less than 80% of the Area Median Income (AMI)
- Proof of income and/or employment loss directly related to COVID-19
- Proof of risk for eviction

**Next steps:**

- Check to see if your landlord is on the Participating Landlord List
- If not, ask your landlord to sign up as a Participating Landlord
- Prepare to submit a tenant application and provide proof of income
- Provide received notice to evict

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**2020 El Paso Annual Household Income Limits after April 1, 2020**

*If your household income is at or below the amounts in this table, then you meet the income requirements.

<table>
<thead>
<tr>
<th>Household Size</th>
<th>Monthly Income</th>
<th>80% Area Median Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 person</td>
<td>$2,750</td>
<td>$33,000</td>
</tr>
<tr>
<td>2 person</td>
<td>$3,142</td>
<td>$37,700</td>
</tr>
<tr>
<td>3 person</td>
<td>$3,533</td>
<td>$42,400</td>
</tr>
<tr>
<td>4 person</td>
<td>$3,925</td>
<td>$47,100</td>
</tr>
<tr>
<td>5 person</td>
<td>$4,242</td>
<td>$50,900</td>
</tr>
<tr>
<td>6 person</td>
<td>$4,554</td>
<td>$54,650</td>
</tr>
<tr>
<td>7 person</td>
<td>$4,871</td>
<td>$58,450</td>
</tr>
<tr>
<td>8 person</td>
<td>$5,183</td>
<td>$62,200</td>
</tr>
</tbody>
</table>

*For more information visit EPRentHelp.org*