

INSTRUCTIONS: This agreement is intended to promote open communication between the landlord, tenant, and PCCA provider. Below are common tenancy issues, but if there is a past experience with the covered client that is not listed, add it under the other section.

My goal is to pay my rent on time, follow the provisions of my lease, keep my apartment in good condition, and get along with my neighbors. I am working with a program that will help me do this, but I need your help. I am asking you to inform both my provider and me if any of the following occur. You can fill out the form and send it to the addresses below or contact us by telephone. We appreciate your cooperation.

☐ Landlord has not received full rent by the day of the month specified below.

Rent Due By

☐ Landlord has received a complaint that there is too much noise from the tenant's apartment.

☐ Landlord has significant concerns about the condition of the tenant's unit.

☐ Landlord thinks someone is living in the tenant's unit who is not named on the lease.

☐ Landlord thinks someone in the tenant's unit may be doing something illegal.

☐ The behavior of someone living in or visiting the tenant's unit is causing other tenants to complain.

☐ Landlord has seen something that is in violation of the lease. Describe below.

Violation(s)
Other

CONTACT INFORMATION

Tenant Address	City	State	ZIP Code
Telephone Number	Provider Name		
Provider Address	City	State	ZIP Code
Provider Work Telephone Number	Provider Cell Phone Number		

Tenant Signature	Date
Provider Signature	Date
Landlord Signature	Date