



Landlord Checklist

Documents to be filled out and returned to LRHA:

1. Landlord application with required documents
2. W-9
3. Request for Tenancy Approval
4. Deed to property
5. Certificate of Insurance
6. Void check

The next steps:

1. Initial inspection performed, Property must pass Housing Quality Standard (HQS) prior to Tenant moving in
2. Technician will call once property passes initial inspection and set appointment for you to come in
3. Bring in your lease with tenant signature
4. Sign HAP contract with LRHA

**For Question about Housing and Fair Housing Please Contact:
Lynchburg Redevelopment and Housing Authority
434-485-7200
www.lynchburghousing.org**



We Do Business In Accordance With the Federal Fair Housing Law

Fax: 434.845.9144 • TTY: 800.828.1120 VA 711

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