



837 MAIN STREET
RACINE, WISCONSIN 53403

Landlord Responsibilities

Owners participating in the Housing Choice Voucher Program have the following continuing responsibilities:

- Maintain unit in compliance with Housing Quality Standards (HQS).
- Complete repairs in a timely manner.
- Screen applicants applying for a unit.
- Collect security deposit and the tenant's monthly portion of rent.
- Decide what utilities will be the tenant's responsibility and what utilities will be included in the rent.
- Keep landlord-paid utilities in service.
- Assure that the unit is occupied only by those family members listed on the lease.
- Assure that the rent is not more than similar non-assisted units.
- Assure that the renting family does not own or have any interest in the unit.
- Enforce the tenant obligations listed on the lease, especially those involving illegal drug use and violent criminal activity.
- Report move-outs promptly.
- Notify HARC of any changes in ownership.
- Abide by any further requirements imposed by the Housing Assistance Payments (HAP) Contract, laws or regulations.

You cannot:

- Reside in the unit.
- Be related to the tenant or their family.
- Receive any other form of payment for the unit while under contract.
- Commit fraud, bribery, drug-trafficking or any other crime in connection with a federal housing assistance program.