



e-HOUSING CONNECTION
LANDLORD PROPERTY QUESTIONNAIRE FOR EMERGENCY
TEMPORARY HOUSING

EMERGENCY TEMPORARY HOUSING LANDLORD-PROPERTY REFERRAL

DATE: _____

TO: e-Housing Connection Lawrence-Douglas County Housing Authority
1600 Haskell Ave. Lawrence, KS 66044
785-842-8110 voice, 785-842-9596 fax

LANDLORD NAME: _____

CONTACT PERSON/PROPERTY MANAGER: _____

ADDRESS OF PROPERTY/NAME OF COMPLEX: _____

E-MAIL ADDRESS: _____ PHONE: _____

LEASE/RENT PERIOD [YEAR, MONTHLY, WEEKLY, OTHER]: _____

DATE AVAILABLE: _____

MONTHLY RENT: _____ UTILITIES INCLUDED IN RENT? _____

SECURITY DEPOSIT _____

APPLICATION FEE: _____

UTILITIES INCLUDED:

___ HEAT ___ GAS ___ ELECTRIC ___ WATER ___ SEWER

SUITABILITY/ELIGIBILITY CRITERIA

___ Credit check (minimum credit score of _____)

___ Landlord references

___ Criminal Background check (will not allow tenants convicted of the following offenses:)

___ Employment/income check (must be able to pay _____ % of income for rent.)

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LANDLORD SUPPLIED ITEMS:

- Refrigerator
- Stove
- Washing machine [in unit?]
- Dryer [in unit?]
- Dishwasher
- Garbage disposal in sink
- Air Conditioning [central, window, other]

GENERAL ITEMS:

- Pets allowed
- Central air conditioning
- Can control the heat and A/C [thermostat]
- I will have my own gas and electric meter [so I only pay for MY unit]
- Washer hook-ups and drains
- Gas or 220 electric line for dryer/stove
- Enough outlets
- Outlets are grounded @([have three prongs?])
- Cable/satellite ready
- Enough closet, cabinet, & storage space
- Insulated walls [must ask landlord]
- Storm windows [more efficient to heat]
- Screens for the windows
- Lower ceilings [more efficient to heat]
- Free of roaches, rats, mice, or ants
- Free of visible water damage or leaks
- Enough water pressure
- Hot water tank large enough [at least 40-gallons]
- Is landlord responsible for snow removal and lawn care?
- Laundry facilities on-site



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SAFETY ITEMS:

- Emergency exits
- 24/7 emergency maintenance
- Smoke detectors work
- Carbon monoxide detectors work
- Grounded plugs and ground fault interrupters
- Windows Lock
- Windows function [open & stay up]
- Built in 1978 or later [little chance of lead hazard from paint chips and dust]
- Working locks/chains on all doors
- Well-lit halls, stairwells, & outside areas
- Solid railings around all balconies, decks, & other drop-offs
- Fire extinguisher
- No asbestos hazards: flaking ceiling tiles, or crumbling pipe wrap or insulation

HEALTH AND SAFETY INSPECTIONS

This unit is maintained in accordance with Housing Quality Standards.

Date of Last Inspection: _____ Inspected by: _____ City of Lawrence _____ LDCHA

I am unsure if this unit is maintained in accordance with Housing Quality Standards, please contact me to set up an inspection.

COMMUNITY ITEMS:

- School District and nearby schools _____
- Near to grocery, bank, post office, health facility, laundromat, etc.
- Close to public transportation?