

Occupancy Agreement

To be used as an alternative to a formal lease agreement

“Household” includes the tenant(s) or program participant(s) housed pursuant to this Agreement, on whose behalf rent shall be paid.

“Landlord” includes property manager/owner or other person authorized to seek rent payment, including friend/family.

1. Household Information	
Name of head of Household: <i>Alias or initials permitted for those with protected privacy concerns, e.g., fleeing domestic violence, unaccompanied minors, immigration status</i>	
Address where Household will reside:	
City:	State/ZIP Code:
Phone or email (optional):	
# of adults in Household:	# of children under age 18 in Household:
2. Landlord Information	
Landlord name: <i>Must match payee information</i>	
Landlord contact name (if Landlord is a company):	
Phone:	Email:
Address where payment should be sent:	
City:	State/ZIP Code:
3. Rental and Payment Information	
Agreement effective date:	Household move-in date:
Agreement end date:	OR ☐ Month-to-month agreement
Household monthly rent: \$	
Total rent for unit (including Household contribution): \$	
Household payment toward monthly utilities, if any: \$ <i>If an exact or fixed amount is not available, please provide a reasonable estimate that the Household will be expected to pay for utilities in addition to rent.</i>	
4. Household Certification	
<i>I certify that the above information is true and accurate to the best of my knowledge.</i>	
Signature:	Date:
5. Landlord Certification	
<i>I certify that I will accept the above payment(s) to provide housing for the Household and that the Household has the right to reside at the address listed in Section 1 above pursuant to the terms of this Agreement. I further certify that I understand the definition of fraud and that committing fraud is a criminal act.</i>	
Signature:	Date:

Rental assistance programs are obligated to report fraud to law enforcement, the Attorney General's Office, and Oregon Housing and Community Services. Fraud is a criminal act in which individuals, groups, or businesses steal taxpayers' monies from local, state, and federal programs. Tenants and landlords who make false statements regarding their income or family size, alter official documents, or provide otherwise false information in order to collect rent payments are committing fraud.