

Below are screenshots of the **landlord** portal. If you have any questions filling out the application, you can go to the **"?" icon** in the top right corner of the portal to view the help center.

Tenant Application
Eligibility Pre-check

* Indicates required fields

① We need to determine if you qualify for UniteCT, a program providing Emergency Rental Relief (ERR). Answer all the questions on this page. If you initially qualify, we will ask for more details about your household, income, landlord, rent and utilities and supporting documentation. Initial qualification does not mean you will receive rental assistance. Once we have verified your income, rent and household information, we will determine your eligibility.

② Information you provide will be used for determining your eligibility for state assistance. We will not provide your information to third parties, except as needed to determine your eligibility for rent relief, comply with federal reporting and audit requirements, and evaluate or research the program.

③ Do you have questions? Please visit our help center for immediate answers. This can be found at the top under the "?" icon. If you still have questions, you can call 1-844-UNITECT (1-844-864-8328) or email DOH-UNiteCT@ct.gov. You can save and leave this application at any time. Later, when you return you can pick up where you left off.

Are you renting your primary residence? *

① You must have a valid signed lease, rental agreement, or alternative documentation demonstrating an obligation to make rental payments for your unit, to be eligible for rental relief.

☒ Yes ☐ No

Are you receiving Section 8 or Rural Development rental assistance? *

☒ Yes ☐ No

Are you currently living in public housing? *

☒ Yes ☐ No

Has your household experienced a loss of income due to COVID-19? *

① Total household income decrease could be due to a layoff, reduction in hours or loss of business income. The cause must be related, directly or indirectly, to the COVID-19 pandemic.

Preferred Language *

English

Select your geographical area *

① Select your Town or other geographical area

Fairfield County - Bethel

Number of People in Household *

① The number of people in your household includes all adults listed on your lease, all children living in the rental more than 50% of the time, and any foster children or adults. Do not include live-in aids. Do not include unborn children.

1

Current Total Monthly Gross Household Income *

① Enter the total of all income for all persons living in the rental unit, including but not limited to: wages, business income, social security or

Rent Relief Home

RentRelief / Applicant :

Preregistration ✓

Representative Info ✓

Address ✓

Occupants ⚠

Applicant Address

* Indicates required fields

① Provide the address of the property you are renting. If you are a landlord, provide the address of the property you own. Rental Service and may suggest changes for standard.

Cases Add New Application

Search Cases

Applicant	Applicant Email	Applicant City	Case Number	Case Status	Case Worker	Submitted On	Updated On
Incomplete Application		Tehachapi					
Ron Wersley		Tehachapi	2626	Applied		03/15/2021	03/15/2021

RentRelief / Landlord

Landlord Info ✓

Bank Info ✓

Users

Property Info ✓

Tenant ✓

Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Landlord Info 100%

① All fields with * are required to process rental assistance payments. Fields without * are optional.

Company Name

Owner/Contact First Name

Mildred

Owner/Contact Last Name

Testlandlord

Tax ID Type

SSN/ITIN

XX-XXXXXXX

EIN

Are you a resident of the United States? *

Yes

Mailing Address *

300 N Ervay St

Address Line 2

City *

Dallas

State *

TX

Zip *

75201-3807

RentRelief / Landlord

Landlord Info ✓

Bank Info ✓

Users

Property Info ✓

Tenant ✓

Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Bank Information 100%

Select Payment Method *

☒ Check ☐ ACH

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RentRelief / Landlord

Landlord Info ✓

Bank Info ✓

Users

Property Info ✓

Tenant ✓

Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Landlord Users 100%

① Click on Tenant Name to associate tenants with properties and validate data. Click Add Tenant to invite additional tenants to apply for Rent Relief.

Name	Email	Phone Number	Role	Inactive?	Invite
Mildred Testlandlord	mildredtestl@yopmail.com	(123) 456-7890	Admin		

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Landlord Info ✓

Bank Info ✓

Users

Property Info ✓

Tenant ✓

Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Property Info 100%

① Adding properties is required to receive payments.

Property Name	Bank Account	Address	City	State	Zip	County	Users
Test Building		111 Pearl St	Hartford	CT	06103-2449	Fairfield County	

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Landlord Info ✓

Bank Info ✓

Users

Property Info ✓

Tenant ✓

Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Tenant Information 100%

① Click on Tenant Name to associate tenants with properties and validate data. Click Add Tenant to invite additional tenants to apply for Rent Relief.

Property Name	Unit	Tenant Name	Tenant Phone	Tenant Email	Bedrooms	Monthly Rent	No. of months past due	Past Due Rent	Lease Start
Test Building	Test Unit	Test Tenant	(987) 234 - 1234	testtenant2003@yopmail.com	0	\$800.00	8	\$6,400.00	Apr 1, 2020

RentRelief / Landlord

Landlord Info ✓

Bank Info ✓

Users

Property Info ✓

Tenant ✓

Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Landlord Documents 100%

* indicates required documents

① Allowed file types: pdf, jpg, jpeg, png, tiff, zip

① Identification and Tax Information are required in order to issue payment.

Identification *

Valid (Current) Government Identification with photograph or Business License

qatestingfinding...
Uploaded by Mildred Testlandlord on Mar 10, 2021

IRS Form W-9 *

IRS Form W-9 or 1040NR or 1040NR-EZ

qatestingfinding...
Uploaded by Mildred Testlandlord on Mar 10, 2021

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Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Tenant Documents 100%

* indicates required documents

① Allowed file types: pdf, jpg, jpeg, png, tiff, zip

① Click + to see a list of required documents for each tenant.

① Exclamation (!) indicates missing information.

Complete	Tenant: Test Tenant	Unit: Not indicated	Property: Test Building
✓			
	Rental Relationship * Copy of the Lease or Rental Agreement	qatestingfinding... Uploaded by Mildred Testlandlord on Mar 10, 2021	
	Proof of Ownership * Mortgage statement or tax bill	qatestingfinding... Uploaded by Mildred Testlandlord on Mar 10, 2021	
	Arrears Amount * Copy of Tenant Statement	qatestingfinding... Uploaded by Mildred Testlandlord on Mar 10, 2021	

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Tenant Documents ✓

Submit ✓

Case Info ✓

Submit

Terms and Conditions

☐ I hereby declare that the information furnished with this application is true, complete and correct to the best of my knowledge and belief.

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Tenant ✓

Landlord Documents ✓

Tenant Documents ✓

Submit ✓

Case Info ✓

Case Info 100%

Thank you for submitting the information and documents for the tenant.

A case auditor will review application and will contact you for further questions(if any).

Case#	Property	Unit	Tenant Name	Total Requested	Case Auditor	Case Status	Submitted On
2320	Test Building		Test Tenant	\$6,400.00	Unassigned	Applied	Mar 10, 2021

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