

What if I have a new landlord?

Do you already have an existing UniteCT application?

Yes
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1. Email UniteCTNewLandlord@ct.gov
 - a. Put your case number in the Subject line.
 - b. List your new landlord and describe your situation in the body of the email.
2. The UniteCT staff will deny your original case with your old landlord.
3. You will now be able to create a new application.
4. To do so, login to your application, and go to your Case tab.
5. Click the button, "**Recertify with NEW Landlord.**"
6. In your new application, all the information from your old application will be duplicated.
7. Under the Landlord Info tab, add the information for your new landlord.
 - a. Your new landlord can create a contingency clause in the lease describing that they will only rent to you if you're funded by UniteCT.
8. Click submit.

No
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1. Start your UniteCT application by going to www.UniteCT.ct.gov and click the "Apply Now" button.
2. Under the Rental Info tab, you can apply for a 1-month security deposit and 3 months of prospective rent with your new landlord.
3. Complete the rest of the application and click submit.

1. When you add your landlord in your application, they will be sent an invitation link.
2. Your landlord will use the invitation link to create their own UniteCT application. If the landlord does not receive the invitation link, they can add their tenant in their portal using the tenant's correct email address under the "Tenant" tab.
3. Both the tenant and landlord must complete all sections of their application for the case to be assigned for underwriting by a Case Review Team.