



**EMERGENCY RENTAL
RELIEF PROGRAM**
BERGENCOUNTYCARES.ORG

Brought to you by
Bergen County Executive Jim Tedesco &
The Board of County Commissioners



Emergency Rental Assistance Program: Landlord Information

Overview

Bergen County has received funds from the U.S. Department of the Treasury intended to provide rental utility assistance to eligible households negatively impacted due to COVID-19, and the resulting economic environment. If you are a landlord with tenants who have experienced a financial hardship due to COVID-19's economic impact, and have been unable to meet their financial obligations of paying rent or utility payments as of March 2020, then please inform them to check to their eligibility for this program to cover any owed payments. This County-wide program covers all eligible residents from all 70 municipalities and will remain open for submission as long as funds are available.

As a Landlord, you have an essential role in promoting the program and encourage your tenants to actively participate to be eligible for funding. Landlords will be paid directly for past-due rent if their tenant's application is approved.

Landlord Registration Requirements

- Completed W9 form(s)
- List of rental properties with physical address
- Rental Ledger Certifying Tenant and Owed Amounts
- Signed Landlord Agreement to Program's Terms and Conditions

Application Process

Landlords cannot apply on behalf of tenants but are encouraged to share the program details with tenants. Registered landlords will receive email notifications about tenant applications and be asked to log into the Application site and set up a profile and complete and e-sign the rental ledger for each tenant's past-due rent as well as upload the W-9 for payment purposes. Prompt responses to application requests will help expedite the process and payment issuance for approved tenants. So please be on the lookout for email instructions on how to proceed!



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Registration allows tenants and landlords to be matched up within the system and creates the ability for landlords to see the status of tenant applications.

If a Landlord is not registered, the Landlord will receive a registration invitation when a tenant applies to the program and provides landlord information on the application.

Important to Note:

Please note the Landlord must comply with the terms and conditions laid out in Application's Landlord Agreement. If approved for direct funding, the Landlord must dismiss, any and all complaints filed in Landlord Tenancy Court or any other Court against the Tenant/Applicant due to the nonpayment for the months the Landlords are receiving this funding. The Landlord must also withdraw any Notices to Quit, served to the Tenant/Applicant for the same reasons for nonpayment for the months covered by the ERAP funding.

If you are unsure about whether your documentation is acceptable, please email BergenCountyCaresAward@co.bergen.nj.us or please call Greater Bergen Community Action for assistance beginning on June 7th at the Call Center 201-464-8970