

<p>Instructions for: Form H: Third Party Rent Payment Agreement/Modified Payment Agreement</p>	 <p>DEPARTMENT OF HOMELESSNESS AND SUPPORTIVE HOUSING</p>
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Description: Form H documents the requirements for how and to whom rent will be paid where payments through a third party are included as terms of the lease agreement.

Applicability:

2	General Fund/LOSP
3	HUD 202/Section 8 PBV
4	MHSA-FSP

Note: the applicability of Form H is on a unit-by-unit basis and should be confirmed with the PSH provider once the housing unit match is made.

General Instructions: Once the housing match is made, Staff should confirm the details of the required Third Party Rent Payment/Modified Payment Agreement with the PSH provider and complete the form accordingly.

Staff should review Form H with the Client and confirm that the Client understands and accepts the terms of the rent payment agreement. If the Client accepts the terms of the rent payment agreement the Client and Staff should sign the form and bring it to the intake interview.

Notes:

- A “Payee” may include:
 - A private third party
 - A Public Guardian (**Note:** refer to definition in glossary)
- If the Client does not agree to the terms of the rent payment agreement, this constitutes a denial of the housing unit match. Staff should note this in the ONE System and notify the PSH provider that the unit has been denied.