

Tenant Screening Tips

It is important for Landlords to develop an application procedure and follow those procedures for all prospective tenants, subsidized or not. When you are contacted by a voucher holder to lease a unit, evaluate them as you would any other renter. If a landlord does not treat each applicant the same, they could be in violation of the Fair Housing Laws (FHL).

If you have more than one rental unit, it is permissible to rent to only one voucher holder and still comply with the FHL. 75% of the landlords who partner with the Housing Authority only lease one unit to a HCV tenant.

Make sure that your tenant selection standards are based on objective, business-related considerations, such as previous history of non-payment, damages to unit, or disturbance of neighbors. Owners must apply the same standards of tenant selection to any family who applies, whether that family is a prospective Housing Choice Voucher renter or not. Tenant selection must not be based upon race, color, age, religion, sex, familial status, disabilities or any other discriminatory factors.

The Housing Authority does not screen families for their suitability as renters **that would be the responsibility of the owners**. The Housing Authority may, at the owner's request, disclose the current and previous landlord name(s) and addresses.

Both the DuPage County Courthouse and the Kendall County Courthouse allow the public to run criminal and civil background checks on any individual for free. Please note that database only covers that specific County it was requested under.