

Information you need to complete a Landlord Certification for Reach Up Emergency Rental Assistance.

Gather everything below before you start completing the application. It will timeout after 15 minutes of inactivity and can't be saved.

You will be asked to:

1. Confirm some of the information your tenant provided (e.g., name, address, rent amount, and any past-due rent).
2. Upload a copy of either:
 - a. The tenant's lease, *OR*
 - b. A rental agreement that states, at minimum, the renter's name, address of the rental, amount of rent, and name & address of the person rent is sent to.
3. Upload a copy of a completed W-9.

If you don't have one:

 - a. Go to <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.
 - b. Print and complete the form.
 - c. Sign it physically (an electronic signature cannot be accepted).
 - d. Scan or take a photo of it.
 - e. Send it to your computer so you can upload it.
4. Provide landlord/owner information, including:
 - a. The full name of the property owner.
 - b. Mailing address where payment will be sent.
 - c. Phone number and email address.
 - d. One of the following: Social Security number, EIN number or DUNS number.