

# LANDLORD – TENANT STATEMENT COVID-Related Arrears Attestation rev 5-29-21

From: \_\_\_\_\_ Date: \_\_\_\_\_  
(Landlord Business or Land-Owner Name)

\_\_\_\_\_  
(Rent Remittance Address)

Landlord Phone: \_\_\_\_\_ Landlord Email: \_\_\_\_\_

Rental Address: \_\_\_\_\_

To: Tenant(s) over the age of 18 at the Rental Address shown above. *(Include Date of Birth, Phone and Email.)*

\_\_\_\_\_  
 \_\_\_\_\_

### PLEASE TAKE NOTICE:

1) This is an up-to-date Statement of the Rent Agreement between the parties above, as of the date of this letter. **This is not a legal notice, only a statement of the Landlord/Property Owner’s account with Tenant(s). Please use the information on this statement when filling out the online Emergency Rental Assistance Program (ERAP) application at [www.otda.ny.gov/ERAP](http://www.otda.ny.gov/ERAP) or when applying by phone at 844-NY1RENT (844-691-7368).**

2) Tenant(s) residency began on or about \_\_\_\_\_. *(Date tenancy began)*

3) The agreed monthly rental fee, from March 13, 2020 until now, is \$\_\_\_\_\_ per month.

4) The last full/partial rent payment of \$\_\_\_\_\_ was made on \_\_\_\_\_ and applied to the month of \_\_\_\_\_.  
(Month/Day/Year) (Month/Year)  
*(Landlord may attach copy of cancelled check, evidence of funds transfer or other documentation of the last rent payment received.)*

5) Rent payments in arrears and past-due are for the following month(s) of the year(s): *(“X” all that apply)*

Jan 20*	Feb 20*	MAR 20	APR 20	MAY 20	JUN 20	JUL 20	AUG 20	SEP 20	OCT 20	NOV 20	DEC 20
JAN 21	FEB 21	MAR 21	APR 21	MAY 21	JUN 21	JUL 21	AUG 21	SEP 21	OCT 21	NOV 21	DEC 21

*(Landlord may attach copy of account ledger or other past due notices. This figure is not to include utilities or late fees.  
 \*These months are not eligible for ERAP Funding.)*

If any Month(s) are in arrears prior to January 2020\*, they are shown here: \_\_\_\_\_

6) If utilities are included in the monthly Rental fee, such as heat or water, and are also in arrears, they are noted here:

\_\_\_\_\_

7) If any utilities are billed separately, but payable to the above-named Landlord, they are \_\_\_\_\_ with the total amount due of \$\_\_\_\_\_.  
*(Landlord may attach a copy of the bill, but it may not be eligible for repayment by ERAP funding.)*

8) Tenant is now owing a total balance due for Rental fees and additional utilities of \$\_\_\_\_\_, which does not include late fees, but is still due per Rental Agreement.

9) **The ERAP-eligible amount of Rental arrears only, beginning March 13, 2020 is \$\_\_\_\_\_.**

\_\_\_\_\_  
(landlord/property manager signature)

\_\_\_\_\_  
(tenant signature)