

Virgin Islands Housing Authority

St. Thomas

9900 Oswald Harris Court
St. Thomas, VI 00802-3100
Telephone: 340-777-8442
Fax: 340-714-0218

Website: www.vihousing.org



St. Croix

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Kingshill, VI 00850
Telephone: 340-778-8442
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LANDLORD CODE OF CONDUCT

Landlords participating in the Housing Choice Voucher Program Rental Assistance Program

MUST:

- Comply with Fair Housing requirements.
- Maintain the contract unit and premises in accordance with the Housing Quality Standards.
- Provide a comprehensive lease and enforce it.
- Notify the Virgin Islands Housing Authority of the sale or release of the property.
- Lease the entire unit. Landlords cannot live in the unit or store personal belongings in the unit.
- Make repairs as needed.
- Report any criminal activity to the police and the Virgin Islands Housing Authority.
- Return any payments the Housing Authority deems as an overpayment.
- Initiate the eviction proceedings to legally evict.
- Notify the Virgin Islands Housing Authority when a client vacates the leased premises.
- Provide the Virgin Islands Housing Authority with a copy of all correspondence sent to the tenant.
- Notify the Virgin Islands Housing Authority of all pending foreclosures.

Landlords participating in the Housing Choice Voucher Program **MUST NOT:**

- Make any side agreements for RENT or UTILITIES. All separate agreements between the owner and family must be approved by the Virgin Islands Housing Authority.
- Rent to a Housing Choice Voucher Program Participant if the unit is still in foreclosure.

Failure to comply with the above requirements may result in termination of the HAP contract and debarment from future participation in the program.

OWNER NAME: _____ COMPANY NAME: _____
(Please print legibly)

OWNER SIGNATURE: _____ DATE: _____

AGENT/MANAGEMENT FIRM NAME: _____
(Please print legibly)

AGENT/MANAGER FIRM REP. SIGNATURE _____

