Philly Tenant Resource Guide



BROUGHT TO YOU BY THE

PHILADELPHIA EVICTION PREVENTION PROJECT

For more information:
Visit www.phillytenant.org or call the
Philly Tenant Hotline at 267-443-2500.



Philly Tenant Resource Guide

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For more information:
Visit www.phillytenant.org or call the Philly Tenant Hotline at 267-443-2500.

HOUSING



WHERE CAN I GO FOR EMERGENCY SHELTER?

Monday through Friday, 7am-5pm

Apple Tree Family Center
1430 Cherry St (near Cherry and 15th)
215-686-7150, 7151, 7152, or 7153

Roosevelt Darby Center
802 N Broad St (near Broad & Fairmount)
215-685-3700

Tuesday and Thursday, 9am-2pm

Veteran's Multi-Service Center
259 N. Lawrence St
215-923-2600

Every Day After 5pm and Weekends

For Families
The Red Shield
715 N Broad St (near Broad & Fairmount)
215-787-2887

For Single Women
Guadenzia's House of Passage
111 N 48th St (near 48th & Haverford)
215-471-2017 or 267-713-7778

For Single Men
Michael Hinson Resource Center
1701 W. Lehigh Avenue
215-737-9099

Homeless Outreach Hotline at 215-232-1984

Philadelphia Domestic Violence Hotline at 866-723-3014

HOUSING



WHERE CAN I GO FOR RENTAL ASSISTANCE OR SECURITY DEPOSIT ASSISTANCE?

Office of Homeless Services (OHS)

- **Go in person.**
  - **Appletree Family Center**
    - 1430 Cherry Street
    - Monday through Friday, 7am-5pm
  - **Roosevelt Darby Center**
    - 804 N Broad St
    - Monday through Friday, 7am-5pm
  - **Veterans Multi-Service Center**
    - 213-17 N 4th St
    - Tuesday and Thursday, 9am-2pm
- **Call 215-686-7177.**

What should I bring?

- Photo ID for all household members age 18 and over
- Social Security cards and Birth Certificates for all household members
- Proof of Income
- Lease Agreement
- Eviction Notice and/or Court Documents

What should I get from my landlord?

- Rental License also called a Housing Inspection License
- Completed IRS W-9 form signed by landlord
- Letter with current balance owed signed and dated by landlord

Visit www.phillytenant.org/rental-assistance for additional rental assistance options.

HOUSING



HOW DO I GET MY LANDLORD TO MAKE REPAIRS?

Document the repair issues.

- ☐ Make a repair request in writing. **A sample repair letter is available in the back of this resource guide.**
- ☐ Take pictures.
- ☐ Get witnesses.

Bring attention to the repair issues.

- ☐ **Request an inspection**
  - o Licenses & Inspections. Call 311.
  - o PHA Section 8 Inspections. Call 215-684-3860.
- ☐ **File a Fair Housing Commission Complaint.**
  - o Call 215-686-4670 or go to 601 Walnut St, Ste 300 South.
- ☐ **Withhold rent.** For serious repair issues only.
  Before you withhold your rent, you must:
  - o **Send rent withholding letter** to your landlord.
  - o **Escrow your rent.** Open a bank account to deposit your rent or keep the rent in a money order.
- ☐ **Repair & deduct.**
  - o **Contact a repair person** and ask for an estimate in writing for the cost of repair.
  - o **Send a letter to landlord** with a copy of the estimate.
  - o **Hire the repair person** if the landlord does not complete the repairs in a reasonable amount of time. Keep the invoice and receipt of payment. Make sure the invoice includes a separate line item for labor and repairs.
- ☐ **For public housing tenants**, request repairs and file a grievance request through your property manager.

Visit www.phillytenant.org/rental-assistance for more information about repair issues.



HOUSING



HOW DO I GET MY SECURITY DEPOSIT BACK?

The landlord does not have to return your security deposit until 30 days after you move. Here are some recommendations:

- **Before you move out**
  - Send landlord a letter with the date that you are moving. Keep a copy.
  - Leave the unit as clean as possible.
  - Take pictures of each room.
  - Do a walkthrough, if possible.
- **After you move out**
  - Return the keys to the landlord.
  - Send landlord a Security Deposit Request Letter that includes your forwarding address. Keep a copy of the letter. **A sample letter is available in the back of this resource guide.**
  - Your landlord has 30 days to respond to your request in writing and provide a list of itemized damages your deposit was applied to.
    - If you disagree with your landlord's response, you can sue for your security deposit.
    - If your landlord does not respond at all, you can sue for <u>double</u> your security deposit.

HOW DO I SUE FOR MY SECURITY DEPOSIT?

Be careful! Before you sue your landlord, be sure that you do not owe for rent or damages greater than your security deposit. Here is the process:

- **Go to Municipal Court at 1339 Chestnut Street, 10th floor**
- **Ask to File a Small Claims Complaint.** State how much money you are claiming. Include your lease and letters.
- **If you are low-income, ask to file a Petition to Proceed In Forma Pauperis (IFP).** If the IFP is granted, you will not have to pay filing fees. You may still be responsible for a service fee.

HOUSING



HOW DO I APPLY FOR SUBSIDIZED HOUSING?

What are the main types of subsidized housing?

1. Housing and Urban Development (HUD) Project-Based Housing
2. Low Income Housing Tax Credit Housing (LIHTC)
3. Public Housing
4. Section 8 Housing Choice Voucher

How can I apply for HUD Project-Based or Low Income Housing Tax Credit Housing?

- Go to www.PAHousingSearch.com and select your county.
- Call each site or go in person to see if they are accepting applications. Many sites have their own waiting lists and applications.
- Submit an application and if you are placed on a waiting list follow up at least once per year. Inform the site if you change your address or phone number.

How can I apply for Public Housing?

- Go to Philadelphia Housing Authority (PHA) Admissions at 2013 Ridge Ave or call 215-684-4000.

How can I apply for Section 8 Housing Choice Voucher?

- Visit PHA's website for the most up to date information on waitlist openings at www.pha.phila.gov

HOUSING



WHAT CAN I DO ABOUT HOUSING DISCRIMINATION?

In matters related to housing, it is illegal in Philadelphia to discriminate on the basis of any of these categories:

Age, Ancestry, Color, Disability, Domestic or Sexual Violence Victim Status, Ethnicity, Familial Status, Gender Identity, Marital Status, National Origin, Race, Religion, Sex, Sexual Orientation, Source of Income

If you believe someone has discriminated against you in a matter related to housing, you can make a complaint.

Philadelphia Commission on Human Relations
Must file within 9 months of incident
215-686-4670 601 Walnut St, Suite 300 South
www.phila.gov/humanrelations

Pennsylvania Human Relations Commission
Must file within 6 months of incident
215-560-2496 110 N 8th St, Suite 501
www.phrc.pa.gov

HUD Discrimination Hotline
Must file within one year of incident
1-888-799-2085
www.hud.gov

For help filing a complaint:
Fair Housing Rights Center
215-625-0700 444 N 3rd St, Suite 110,
www.fairhousingrights.org

EVICTION



WHAT IS THE EVICTION PROCESS?

1. **Eviction Notice**
   You may receive an eviction or lease termination notice telling you when your landlord wants you to move out. If you do not move out by that date, your landlord must take you to court in order to evict you. You are responsible for rent until you move out and return keys.

2. **Eviction Diversion**
   Before filing in court, your landlord must send you a Notice of Diversion Rights and apply for the city's Eviction Diversion Program. If you received a Notice of Diversion Rights, call the Save Your Home Philly Hotline immediately at 215-334-HOME (4663).

3. **Court Complaint**
   If you do not move out, the landlord must fille an Eviction Complaint against you in Municipal Court to evict you. The Complaint should state the reason your landlord is evicting you and the date and time of the court hearing. The Complaint will be sent to you by the court by mail. It should also be posted to your door or hand delivered.

4. **Hearing**
   Eviction hearings are in Municipal Court at **1339 Chestnut St, 6th Fl**. You must arrive on time to court, or you may lose. At the hearing you can sign an agreement or speak to the judge. If you miss the hearing, you may file a Petition to Open at 1339 Chestnut St, 10th Fl.

5. **Appeal**
   If you lose at the hearing, you will have 10 calendar days to file an appeal in the Court of Common Pleas, City Hall, Room 296.

6. **Lockout**
   If you break your agreement or lose in court and do not appeal, then your landlord can legally evict you. Your landlord must file eviction papers with the court—writ of possession and alias writ of possession. The landlord tenant officer cannot change your locks sooner than 21 days after the judgment. If the judgment was for money only, then you may have the right to pay and stay in the property.

EVICTION



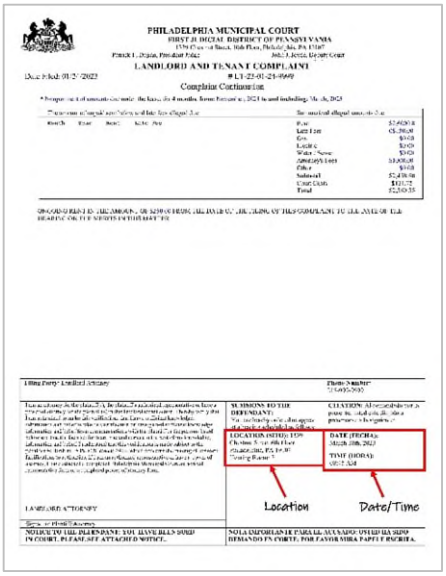
WHERE IS MY EVICTION COURT HEARING?

Eviction Court is located in the Widener Building at 1339 Chestnut Street on the 6th floor.



Here is a photo of the entrance from Chestnut Street:

Check your court papers for the date, time and the hearing room for your court hearing.



PHILADELPHIA MUNICIPAL COURT

LANDLORD AND TENANT COMPLAINT

Complaint Continuation

Location

Date/Time

WHAT SHOULD I BRING TO EVICTION COURT?

Any document related to the reason your landlord filed in court.

- ☐ Lease agreement
- ☐ Rent receipts
- ☐ Documents related to repair issues
- ☐ Photos
- ☐ Utility bills
- ☐ Letters/texts to or from the landlord/property manager

EVICTION



WHAT ARE MY OPTIONS IN EVICTION COURT?

1. **Ask for a continuance.**
   - You can get the hearing postponed if you need an interpreter.
   - You can ask for a hearing to be postponed to get a lawyer, but the landlord may object.

OR

2. **Have a hearing in front of a judge.**
   - You have the right to have a hearing in front of a judge instead of signing an agreement.
   - You can present your evidence and defenses to the judge.
   - If you lose, you must appeal within 10 days of the judgment if you want to stop the eviction.

OR

3. **Sign a Judgment by Agreement.**
   - Do not sign an agreement unless you agree and can keep it.
   - If you sign an agreement, it is final. You cannot appeal.
   - If you break the agreement, the landlord can evict you.

If you are late or miss your hearing, your landlord may have won a default judgment against you. If you want to ask the court for a chance to open the default judgment and have a hearing, you may file a Petition to Open at Municipal Court, 1339 Chestnut St, 10th floor.

EVICTION



HOW DO I GET LEGAL HELP?

FREE Legal Help for Tenants

Call the Philly Tenant Hotline: (267) 443-2500

- The hotline is open Monday – Friday from 8am-6pm
- Any tenant can call for information or advice.
- Low-income tenants may qualify for free legal representation!
- Get help from:

  Tenant Union Representative Network
  Community Legal Services
  SeniorLAW Center
  Legal Clinic for the Disabled
  Philadelphia Legal Assistance
  Clarifi Financial Counseling

If you don't have access to a phone

Please come to Community Legal Services to be screened for services:

Community Legal Services
1424 Chestnut Street
Philadelphia, PA 19102

Monday – Thursday
9:00 AM – 12:00 PM

Get help from a paid lawyer

Call the Philadelphia Bar Association Lawyer Referral and Information Service at (215) 238-6333 or visit www.philadelphiabarlawyers.com

For more help and information

Visit www.phillytenant.org to learn more about your legal rights.

Or sign up for one of TURN's free Know Your Rights classes at rturn.net (held daily both in-person and virtual), or click on the QR code on the right.

EVICTION



HOW DO I GET FREE BUDGET AND CREDIT COUNSELING FOR TENANTS?

CLARIFI
lifelong financial literacy

Monday – Friday
8am-5pm

267-765-2711

Schedule a session by phone or visit sites all over the city.

Get help improving your credit, creating a budget or reducing your debt.

To prepare for your call:

How much do you owe your landlord? _____
Have you signed a Judgment by Agreement yet in court?
☐ Yes ☐ No
What is your monthly income? _____
When do you get your income during the month? _____
How much do you pay each month for:

Rent	_____
Car/SEPTA	_____
Food	_____
Cellphone	_____
Electric	_____
Gas	_____
Water	_____
Clothes	_____
Loans	_____
Medical	_____
Credit Cards	_____
Other costs	_____

Clarifi help is confidential.

UTILITIES



UTILITY COMPANIES

Gas
Philadelphia Gas Works (PGW)
CRP program can help with gas bills.
Emergency 215-235-1212; Non-emergency 215-235-1000
www.pgworks.com

Electric
Philadelphia Electric Company (PECO)
CAP-PIPP program can help with electric bills.
Non-emergency 800-494-4000; Assistance Programs 800-774-7040
www.peco.com

Water
Water Revenue Bureau (WRB)
TAP program can help with water bills.
Emergency 215-685-6300; Non-emergency 215-686-6880

UTILITY ASSISTANCE

Utility Emergency Services Fund (UESF)
215-972-5170
www.uesfacts.org/our-programs/utility-grant-program

Philadelphia Corporation for Aging Emergency Fund
215-765-9040
www.pcacares.org/service_provider/pca-emergency-fund

Low Income Heating and Energy Assistance Program (LIHEAP)
Grants to help pay for heating bills, generally November through April.
215-560-1583
www.dhs.pa.gov/citizens/heatingassistanceliheap

UTILITY COMPLAINTS

Pennsylvania Utility Commission (PUC)
PA residents can file complaints against electric and gas utilities.
1-800-692-7380
www.puc.state.pa.us

UTILITIES



Neighborhood Energy Centers

Neighborhood Energy Centers serve as “one-stop shops” for energy services and provides comprehensive approach to energy problems for low-to moderate-income consumers. Call first to confirm site is open.

ACHIEVEability
215-748-8800
5901 Market St, #410, 19139 (West Philly, Overbrook, West Park)

CENTER IN THE PARK
215-848-7722
5818 Germantown Ave, 19144 (Northwest Philly)

CONGRESO DE LATINOS UNIDOS
215-763-8870
216 W. Somerset St, 19133 (North Philly, East of Broad Street)

FRANKFORD CDC
215-743-6580
4667 Paul St, 19124 (Lower Northeast Philly)

GERMANTOWN CRISIS MINISTRY
215-843-2340
35 W Chelten Ave, 19144 (Northwest Philly)

GREATER PHILADELPHIA ASIAN SOCIAL SERVICE
215-456-1662
4943 North 5th St, 19120 (North Philly, Olney, Logan Nicetown)

GREATER PHILADELPHIA COMMUNITY ALLIANCE
(formerly Diversified Community Services & United Communities)
215-468-1645
2029 S 8th St, 19148 (South Philly, East of Broad Street)

215-336-3511
1920 S 20th St, 19145 (South Philly, West of Broad Street)

UTILITIES



Neighborhood Energy Centers

HACE
215-426-8025
4907 Frankford Ave, 19124 (Frankford, Kensington, Northeast Philly)

215-426-8025
167 W Allegheny Ave, 19140 (Fairhill, Kensington, Juniata)

HUNTING PARK
215- 225-5560
3760 N Delhi St, 19140 (North Philly, Nicetown, Logan, Olney)

MT VERNON MANOR CDC
215-475-9492
631 N 39th St / 19104 (Belmont, Mantua, Powelton)

NEW KENSINGTON CDC
215-427-0350
2771 Ruth St, Ste 1, 19134 (Kensington, Frankford, Northeast Philly)

NICETOWN CDC
215-329-1824
4300 Germantown Ave, 19140 (West Oak Lane, North Philly, Nicetown, Olney, Logan)

SOUTHWEST CDC
215-729-0800
6328 Paschall Ave, 19142 (Southwest Philly)

STRAWBERRY MANSION CDC
215-235-7505
2829 W Diamond St, 19121 (North Philly, West of Broad Street)

WE NEVER SAY NEVER
215-452-0440
4427 Lancaster Ave, 19104 (West Philly, Overbrook, West Park)

FOOD



WHERE CAN I FIND FOOD PANTRIES AND SOUP KITCHENS?

Coalition Against Hunger
215-430-0556
www.hungercoalition.org/food-pantries

WhyHunger
1-800-548-6479

Philabundance
www.philabundance.org/find-food

HOW DO I APPLY FOR SNAP/FOOD STAMPS?

Apply by phone
BenePhilly 844-848-4376
Coalition Against Hunger 215-430-0556

Apply in person
Call 215-560-7226 to find the County Assistance Office nearest you.

Apply online
www.compass.state.pa.us

HEALTH



WHERE CAN I GET HEALTH INSURANCE?

Medical Assistance (Medicaid)

Apply by phone
BenePhilly at 844-848-4376
Consumer Service Center at 866-550-4355

Apply online
www.compass.state.pa.us

Private Health Insurance

Apply by phone
Pennsylvania Health Access Network
877-570-3642

Apply online
www.Healthcare.gov

Children's Health Insurance

Children First PA
215-563-5848
www.childrenfirstpa.org

HOW DO I FIND A DOCTOR?

Contact your health insurance provider or go to a Community Health Center.

PA Association of Community Health Centers
866-944-2273
my.pachc.org/Find-a-Health-Center

City Health Centers
311 or 215-685-6769
www.phila.gov/services/mental-physical-health/city-health-centers

HEALTH



HOW DO I GET HELP WITH MENTAL HEALTH?

Emergency Response

Call 911 or 988.

Crisis/Suicide Counseling

Call 215-686-4420 or 800-273-8255.

Crisis Response Centers (CRCs)

CRCs are accessible 24-hours a day, 7 days a week. For more information, call the Mental Health Delegate at 215-685-6440.

Center City	Hall Mercer CRC – 234 S 8th St (8th & Locust St) 215-829-5433
West	Hospital of the University of Pennsylvania (HUP) Cedar Ave 501 S 54th St (54th & Cedar Ave) 215-748-9525
North	Einstein Medical Center – 5501 Old York Rd 215-951-8300
	Episcopal Hospital – 100 E Lehigh St (Lehigh & A St) 215-707-2577
Northeast	Friends Hospital – 4641 Roosevelt Blvd 215-831-2600

Children's Crisis Services

Northwest	Children's Crisis Response Center – 3300 Henry Ave (Henry & Roosevelt) Two Building, 3rd Floor 215-878-2600
Northeast	People Acting To Help (PATH) Urgent Care Center 1919 Cottman Avenue (Korsin Building) 215-728-4651

Outpatient Services

Contact your health insurance provider. If you have Medical Assistance (Medicaid), contact CBH at 888-545-2600.

Network of Neighbors
dbhids.org/networkofneighbors
267-233-4837

Healthy Minds Philly
www.healthymindsphilly.org

HEALTH



HOW DO I GET HELP WITH ADDICTION?

Inpatient Services

Penn CareConnect Warmline 484-278-1679
NET Access Point 844-533-8200 or 215-451-7116
Gaudenzia Treatment and Referral Helpline 833-976-4357

Or contact your health insurance provider. If you have Medical Assistance (Medicaid), call CBH Member Services at 888-540-2600.

Additional Resources

Alcoholics Anonymous	215-923-7900
Narcotics Anonymous	215-629-6757
Problem Gamblers Helpline	800-848-1880
Prevention Point Syringe Exchange	267-254-9419

HOW DO I REPORT NEGLECT OR ABUSE?

Child Protective Services
Report abuse or neglect of a child age 0-17
215-683-6100 or 800-932-0313

Adult Protective Services
Report abuse or neglect of an adult with a disability age 18-59
800-490-8505

Older Adult Protective Services
Report abuse or neglect of an adult age 60 and up
215-765-9040

WORK



WHERE CAN I GET HELP WITH EMPLOYMENT?

CareerLink
833-750-JOBS (5627)
pacareerlinkphl.org

Philadelphia Unemployment Project (PUP)
215-557-0822
www.philaup.org

Urban League Career Center
215-985-3220
urbanleaguephila.org/what-we-do/workforce-development

The Welcoming Center for New Pennsylvanians
9-week job orientation for immigrants
215-557-2626
welcomingcenter.org

WHERE CAN I GET SMALL BUSINESS HELP?

City of Philadelphia Office of Business Services
business.phila.gov

WHERE CAN I GO FOR HELP WITH UNEMPLOYMENT COMPENSATION?

PA Office of Unemployment Compensation
888-313-7284
www.uc.pa.gov

EXTRA HELP



WHERE CAN VETERANS GO FOR HELP?

Veterans Multi Service Center
Including the Perimeter and Women Veterans Center
213-217 N 4th St
215-923-2600
www.vmcenter.org

Impact Services Corporation
1952 E Allegheny Ave
215-739-1600
www.impactservices.org

Project HOME
4133 Chestnut St
215-232-7272
www.projecthome.org

UESF Veterans Program
1608 Walnut St, Suite 600
215-814-6888
www.uesfacts.org

The Veterans Group
3209 Baring St
215-222-4379
www.theveteransgroup.org

WHERE CAN IMMIGRANTS GO FOR HELP?

HIAS Pennsylvania
2100 Arch St
215-832-0900
www.hiaspa.org

Nationalities Service Center
1216 Arch St, 4th Floor
215-893-8400
www.nscphila.org

Esperanza
4261 N 5th St
347-719-1402
www.esperanza.us/eils

EXTRA HELP



WHERE CAN PEOPLE WITH DISABILITIES GO FOR HELP?

Disability Rights PA
1800 JFK Blvd, Suite 900
215-238-8070 or 800-692-7443
www.disabilityrightspa.org

Liberty Resources
112 N. 8th St, Suite 600
215-634-2000
libertyresources.org

Department of Behavioral Health and Intellectual Disability (DBHIDS)

Mental Health Delegate	215-685-6440
Office of Mental Health	215-685-5400
Intellectual Disabilities Services	215-685-5900

www.dbhids.org

Mayor's Office on People with Disabilities
215-686-2798
www.phila.gov/departments/mayors-office-for-people-with-disabilities

WHERE CAN SENIORS GO FOR HELP?

Center for Advocacy for the Rights and Interests of the Elderly (CARIE)
215-545-5728
www.carie.org

Philadelphia Corporation for Aging (PCA)
215-765-9040
www.pcacares.org

SeniorLAW Center
215-988-1244
www.seniorlawcenter.org

Mayor's Commission on Aging (MCOA)
215-686-8450
www.phila.gov/departments/mayors-commission-on-aging

Elder Justice and Civil Resource Center
278 City Hall
Office Hours: Monday-Friday Walk-in or by Appointment 9:00 to 5:00p.m
215-686-7027, 215-686-7028, 215-686-7029
www.courts.phila.gov/ejc

EXTRA HELP



WHERE CAN PEOPLE WHO IDENTIFY AS LGBTQ GO FOR HELP?

Mazzoni Center
1348 Bainbridge St
215-563-0652
www.mazzonicenter.org

Trans Equity Project (TIP)
149 W Susquehanna Ave
484-602-5918
www.patransequity.org

Galaei
149 W Susquehanna Ave
267-457-3912
www.galaeiqtbipoc.org

Attic Youth Center (Ages 14-23)
255 S. 16th Street
215-545-4331
www.atticyouthcenter.org

William Way House
1315 Spruce St 215-732-2220
www.waygay.org

WHERE CAN VICTIMS OF DOMESTIC OR SEXUAL VIOLENCE GO FOR HELP?

Philadelphia Domestic Violence Hotline
Available 24/7
866-723-3014

Congreso de Latinos Unidos
215-763-8870
www.congreso.net

Women Against Abuse
215-686-7082
www.womenagainstabuse.org

Lutheran Settlement House Bilingual Domestic Violence Program (BDVP)
215-426-8610
www.lutheransettlement.org

Women in Transition
215-751-1111
www.helpwomen.org

WOAR Philadelphia Center Against Sexual Violence
215-985-3333
www.woar.org

RE: REPAIR REQUEST LETTER

_____ (Landlord's Name)

_____ (Landlord's Address)

_____ (Landlord's City, State Zip)

_____ (today's date)

Dear _____ (landlord name),

I am writing to you about repairs and services that are needed in the property I rent from you at:

_____ (property address).

Here are the problems that need to be fixed:

1. _____
2. _____
3. _____
4. _____
5. _____

These conditions are serious and a breach of your legal responsibility to keep the unit in safe, sanitary and livable condition.

Please complete the requested repairs as soon as possible. If the repairs are not made by _____ (future date), I intend to exercise my legal right to:

- **Withhold Rent** until the repairs are made.
- **Repair and Deduct** by hiring a repair person to complete the repairs and deducting the cost of repairs from my rent.

I appreciate your prompt attention to this matter.

Sincerely,

_____ (your signature)

_____ (your phone)

Send one copy by Certified Mail/Return Receipt Requested.
Send one copy by Regular Mail. Keep one copy for your records.

RE: SECURITY DEPOSIT REQUEST LETTER

_____ (Landlord's Name)

_____ (Landlord's Address)

_____ (Landlord's City, State Zip)

_____ (today's date)

Dear _____ (landlord name),

I vacated the property at _____ (address)

on _____ (date you moved out).

My security deposit was $_____ (security deposit amount).

I am requesting that you: (check all that apply)

☐ Return my security deposit to me in a **check or money order**.

☐ Apply my security deposit as a **credit towards a court judgment.**
LT-_____

Pennsylvania law requires that you respond to this request within 30 days. Thank you for your attention to this matter.

Sincerely,

_____ (your signature)

_____ (your name printed)

_____ (your mailing address1)

_____ (your mailing address2)

_____ (your phone)

Send one copy by Certified Mail/Return Receipt Requested.
Send one copy by Regular Mail. Keep one copy for your records.

NOTES

NOTES

Right to Counsel

What is Right to Counsel?

Low-income tenants in select Philadelphia ZIP codes now have the right to a **free lawyer** if they are facing eviction or housing subsidy termination. This is called Right to Counsel.

Call the Philly Tenant Hotline at (267) 443-2500
or visit phila.gov/right-to-counsel to find out if you are eligible.

Do I qualify?

You qualify for Right to Counsel if you:

- ✓ Have an income at or below 200% of the federal poverty level, and
- ✓ Live in a ZIP code that is covered by Right to Counsel.
- ✓ Immigration status will not affect your eligibility.

If you are not eligible, you can still access free legal help and resources by calling (267) 443-2500.

Where can I find more information?

- ☐ **Call the Philly Tenant Hotline at (267) 443-2500** for free information, legal advice, and possible representation. The hotline is open Monday - Friday from 8AM - 6PM for tenants to speak with a TURN housing counselor.

- ☐ **If you don't have access to a phone, come to Community Legal Services to be screened for services.** Walk-in hours are Monday – Thursday, 9AM - 12PM at 1424 Chestnut Street

- ☐ **Attend a daily Renters Rights Webinar on Zoom.** To register, call (267) 443-2500 option #3 or go to rturn.net/webinarregistration.

- ☐ **Visit PhillyTenant.org** for updated information, videos, letter templates, and flyers!

TURN
SLC SeniorLAW Center Protecting the Rights of Older Pennsylvanians
City of Philadelphia
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