



M A N C H E S T E R
HOUSING AND REDEVELOPMENT AUTHORITY

**INFORMATION FOR PROSPECTIVE LANDLORD/OWNER INTERESTED IN
OFFERING AVAILABLE UNITS TO PARTICIPANTS**

Dear Prospective Landlord:

- Upon request, Manchester Housing and Redevelopment Authority (MHRA) can provide a booklet entitled “A Good Place to Live”. It helps to explain our program and is helpful to our Housing Choice Voucher (HCV) and Emergency Housing Voucher (EHV) Program participants, by providing the type of housing they are required to look for in their search for a subsidized housing unit.
- The unit must be located in Manchester or within a 6-mile radius, (EHV are portable and participants may utilize right away regardless of MHRA’s jurisdiction).
- If a Housing Choice Voucher (HCV) participant comes to you to apply for your unit, you need to properly screen them for your approval. Once you have selected them, the applicant must have the necessary form(s) for you to complete (Request For Tenancy Approval & W9). Upon receipt of the forms the HQS inspection will be performed within 15 days of receipt. The HUD required inspection of the unit will be performed by a MHRA inspector. The Lease and Housing Assistance Payment Contract cannot start until the inspection has passed. Once the inspection has passed, MHRA will provide you, the landlord, with the Housing Assistance Payment Contract (HAP), the Tenancy Addendum and other related documents describing how rent is paid.
- Anytime you have an available unit you wish to rent to a MHRA Program Participant you may complete a **Rental Market Data** form and return it to Nicole Hudson at nhudson@manchesterhousing.org or by fax to 603-624-2113. The HCV/EHV applicants will have access to this information regarding currently available apartments when they are looking to relocate to a new apartment or are new to the program. You can also elect to include “Section 8 Welcome” to any outside advertisement(s) you place for the available unit(s).



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MHRA complies with the Fair Housing Act and provides accommodations to persons with disabilities.
For language assistance: Please contact us for an explanation or more information.