Rental agreement modification due to COVID-19

I/We (circle one), __________________________  
(name(s) of everyone on the current lease)  
require a change to the rental agreement because of the COVID-19 pandemic.

Write your initials on the line next to the change you want to make. If there are 2 or more people asking for the change, each person should write their initials.

_______ I cannot pay rent for the next _________ month(s) because (check one:)

_____ 1 or more of us have lost our job or been furloughed

_____ Other ________________________________

and

_______ I understand that I must pay back this rent in the future. I agree to make arrangements in writing with my landlord (the lessor) to pay back all the rent I am not paying now. Check here ________ if your agreement is attached to this form.

OR

_______ I need a payment plan because (check one:)

_____ 1 or more of us have lost our job or been furloughed

_____ Other ________________________________

The payment plan is that I will pay $_________ every ___________________________  
(write how often you will pay this amount, for example every 2 weeks, or the 1st and 15th of each month). This agreement will last until this date: ____________________.

I swear or affirm that the statements above are true. (Everyone on the lease must sign.)

__________________________________  ____________  
(renter (lessee) signature)  (date)

__________________________________  ____________  
(renter (lessee) signature)  (date)

Accepted by the lessor,  
______________________________  ____________  
(print name of individual(s) or management company on the current lease)  (date)

__________________________________  ____________  
(landlord (lessor) signature)  (date)
Instructions for using the “Rental Agreement Modification due to COVID-19” form

I cannot pay rent due to COVID-19, how can I work with my landlord to come to an agreement on rent payment?

You can use [this form] to ask your landlord to make a temporary change to your lease. The legal word for a change to a lease is a "modification".

This form does not mean you do not owe rent. You will have to pay rent, but not on time. It just creates a payment plan, or asks your landlord if you can pay later. You should talk to your landlord and try to work out a plan together as soon as you know you will have problems paying rent.

Who has to sign the agreement?

A lease can be modified if everyone who signed the original lease signs a modification. So, if multiple people are on your lease, each person on the lease must initial and sign the form. If your landlord accepts the agreement, they will need to sign it as well.

Does my Landlord have to agree to sign this form if I am having trouble paying rent due to COVID-19?

No. Landlords are not required to accept or agree to the terms you come up with. A lease can only be modified if everyone who signed the original lease agrees to a change, and signs a modification agreement.

What do I do once I have completed the Rental Agreement Form?

If your landlord agrees to what you are asking, be sure your landlord signs the agreement and that all renters sign the agreement. Make sure everyone who signs the agreement has a copy with all of the signatures. Keep your copy in a safe place. You might want to use your phone to take pictures of the signed copy too, then you can also keep a digital copy.