



NEW TENANT CHECKLIST

All documents must be provided to tenant(s) prior to possession

- Copy of Signed Lease Agreement**
- Keys to Property**
- Copy of Signed Rental Suitability Certificate (Philadelphia)**
- Partners for Good Housing Packet (Philadelphia)**
- Welcome Packet**
- Copy of Certificate for "Lead-Safe Property" (If child under 6 is residing at the property)**

Following documents signed and returned to H&W:

- Tenant Contact Information Sheet**
- Prepossession Inspection (Walk-through completed by H&W representative)**