

THE “DO’S” AND “DON’TS” OF RENT ESCROW

“DO”

- » Provide your landlord with the required written notice.
- » Document all requests made to your landlord to repair poor conditions.
- » Document all of your landlord's responses to your requests.
- » Note the date, time, and manner (letter, phone, e-mail, text message) of all your communication with your landlord.
- » Take pictures of the conditions that need to be repaired.
- » Keep receipts or good records of any expenses or damages that result from the poor conditions.
- » Make a list of any witnesses.
- » Give your landlord a reasonable time to make the repairs (usually 30 days).
- » Allow repair people into your home.
- » Make sure you are current in rent when you file your escrow action with the court.
- » Call Legal Aid Line at (888) 534-1432 if you receive court papers.
- » Continue to pay your rent on time even if your landlord does not respond to your request or make any repairs.
- » Continue to make your rent payments to the court until you are directed to do otherwise by an order from the judge or magistrate.

“DON’T”

- » Deduct any expenses related to repairs or damages from your rent.
- » Pay for or order any repairs yourself unless your landlord authorizes you in writing to do so in writing.
- » Aggravate or worsen the condition in any way.