## RENO JUSTICE COURT HOUSING COURT



RJC's Housing Court partners with certain rental assistance agencies in order to provide a quick decision on rental assistance applications for tenants who are facing eviction for non-payment of rent. Please fill out this form to ask the Court to assign your case to Housing Court.

If you complete and file this document along with your Tenant's Affidavit, the Court will screen your case to decide whether or not your case can be accepted into Housing Court.

If you complete and file this form you should be aware of the following:

- Acceptance into Housing Court only means that the court will refer your case to a rental assistance agency that might be able to provide assistance.
- It <u>does not</u> guarantee that you will receive rental assistance.
- You can, and should, contact any agencies that might be able to help you as soon as
  possible.
- You do not need to be accepted into Housing Court to apply for rental assistance.
- If you are accepted into Housing Court, you will be required to complete an
  application with the applicable rental assistance agency and will be required to submit
  additional documents to that agency. You should start collecting the supporting
  documents as soon as possible.

•	The additional documents <u>may</u> include the following:				
	Proof of Income (Pay Stubs, Unemployment, Most Recent Tax Return, No				
	Income Verification Form etc.).				
	Rental Agreement (Lease); Most Recent Rent Ledger.				
	Valid Photo ID for all household members (18 years of age or older).				
	Social Security Cards for all household members.				
	Proof of Financial Hardship.				
	☐ VA Card (If a Veteran)				

• Please go to RJC's Civil Law Self Help Center if you need assistance with completing rental assistance applications and copying/scanning supporting documents

Please fully cooperate and provide necessary documentation to the rental assistance agencies. Incomplete applications or documentation may result in a continuation of your hearing, up to and including possible eviction.

Acceptance into Housing Court does not guarantee rental assistance or that you will not be evicted at your hearing.

#### IN THE JUSTICE COURT OF RENO TOWNSHIP COUNTY OF WASHOE, STATE OF NEVADA

	1
Landlard's Name:	
Landlord's Name:Preferred Pronoun(s):	
Address:	
City, State, Zip:	
Phone:	Dept. No.:
Email:	
Landlord,	REQUEST TO PARTICIPATE IN
VS.	HOUSING COURT
Tenant's Name:	
Preferred Pronoun(s):	
Address:	
City, State, Zip:	
Phone:	
Email:	
Tenant.	
(If completing by hand, please <b>print</b> in clear, legil dismissed by the Court)	ble ink. Illegible documents may be summaril
1. Household Members: In my household the	
over the age of 18 living in the home) and	children (any other person under
the age of 18 living in the home) for a total or	fpeople.
Revised 11/2024	

2. <b>Income</b> includes employment ( <i>include tips/overtime</i> ), un pension, social security, child support. Please list all in ( <i>all numbers should be before taxes are taken out</i> ):	* *
For each adult in the home, list GROSS MONTHL y total income	Y income (before taxes)
ousehold Adult #1 total income	\$
ousehold Adult #2 total income	\$
ousehold Adult #3 total income	\$
ousehold Adult #4 total income	\$
ousehold Adult #5 total income	\$
HOUSEHOLD TOTAL	\$
3. If no income is listed above, do you plan to have income explain:	ne in the near future? Plea

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٠.	Have you or anyone in your household recently received a reduction in income or				
	experienced financial hardship? □Yes or □No				
	If yes, please explain:				
	☐ check here if continuation sheets are				
6.	Do you have a written lease agreement with your landlord? □Yes or □No				
7.	Is your name included in the lease agreement? $\Box$ Yes or $\Box$ No				
8.	Has any adult within the household received THREE (3) or more months of rental assistance within the last TWO (2) years? □Yes or □No If yes, what agency?				
9.	Have you or any adult within your household served in the military?   Yes or   yes, list name household member who served in the military  What branch of service, years served, charac discharge				
10	. Have you or any adult within the household used a military housing program? ☐ Yes or ☐ No.				

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1							
2							
3	I declare under penalty of perjury that the above statements are true and correct to the best of my knowledge and that the reason for this request is not for the purpose of delay or any other frivolous or improper purposes. Finally, by signing below and providing an email						
4							
5							
6	above, I consent to accept electronic service of any documents filed into this case at the e-						
7	mail address indicated above	e, pursuant to Rule 9(c) of the Ne	vada Electronic Filing and	l			
8	Conversion Rules.						
9							
10	(Date)	(Type or Print Name)	(Signature)				
11	(Bute)	(Type of Time Name)	(Signature)				
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## HOUSING COURT RESOURCES



Resources that may provide legal or housing assistance, financial guidance, and other services.

#### **Reno Justice Court Civil Self-Help Center**

Free Legal Assistance
Northern Nevada Legal Aid (NNLA) and
Nevada Legal Services (NLS)
1 S. Sierra St. Reno, NV 89501
(775) 321-2062
selfhelp@nnlegalaid.org

#### City of Reno - Rental Assistance

(775) 334-3310

<u>Housingassistance@reno.gov</u> Reno.gov/housing

#### **Nation's Finest-Support for Veterans**

419 W. Plumb Lane Reno, NV 89509 (775) 284-8387

Email: <a href="mailto:dpalmer@nationsfinest.org">dpalmer@nationsfinest.org</a>/our-services/

#### **Opportunity Alliance Nevada**

Financial Guidance (702) 546-9880

Email: <u>OpportunityAllianceNV@gmail.com</u> <u>https://opportunityalliancenv.org/unite-</u> nevada-request/

#### <u>Division of Welfare & Supportive</u> <u>Services</u>

(775) 684-7200 https://accessnevada.dwss.nv.gov./



# STEPS TO ACHIEVE SUCCESS



# CONTACT OANV

Contact OANV at OpportunityAllianceNV@gmail.com or 702-546-9880 to set up and appointment.

PROVIDE YOUR INFO

NAME PHONE, EMAIL, ZIP CODE, COURT DATE IN YOUR MESSAGE TO OANV.

# PREPARE

HAVE YOUR MONTHLY FINANCIAL INFORMATION READY-YOU SHOULD KNOW YOUR INCOME & EXPENSES

### KEEP YOUR APPOINTMENT WITH OANV

KEEP YOUR APPOINTMENT SO THAT YOU MAY COMPLETE THE SAVINGS AND SPENDING PLAN- IT'S

REQUIRED TO MOVE FORWARD WITH THE COURT

# FOLLOW UP

IT'S YOUR RESPONSIBILITY TO FOLLOW UP WITH THE EVICTION COURT- ALWAYS READ AND RESPOND TO COURT-RELATED COMMUNICATIONS.

BE RESILIENT

Don't give up when things get hard-stay strong, adapt to changes, and push forward.

# CELEBRATE SMALL WINS



OANV WANTS TO CELEBRATE WITH YOU. LET YOUR VFN KNOW WHEN YOU ARE SUCCESSFUL WITH THE EVICTION COURT PROCESS.