

Washington D.C. Commercial Tenant Payment Plan

Eligibility Requirements

A Landlord is required to offer a rent payment plan to tenants leasing commercial retail property from a Landlord until **May 15, 2021**.

How It Works

- ⇒ The landlord must notify all tenants of the availability, terms, and application process for its program.
- ⇒ The landlord must make the payment plan available to a tenant until **May 15, 2021** for the payment of total rent due under the lease, with a minimum term length of one year unless a shorter payment plan term length is requested by the tenant.
- ⇒ The plan must be in writing and signed by both parties.

Tenant's Rights:

- ⇒ The tenant retains their rights and terms under the original lease with the landlord as long as the tenant complies with the terms of the payment plan.
- ⇒ Tenants entering into a payment plan will be required to make payments in equal monthly installments for the duration of the payment plan unless a different payment schedule is requested by the tenant.
- ⇒ The landlord cannot require the tenant to provide a lump-sum payment at any time under a payment plan.

Landlord's Obligations:

- ⇒ If the tenant wants to pay a greater amount than originally agreed to in the payment plan, then the landlord must allow the tenant to do so.
- ⇒ If the tenant incurs a fee, penalty, or interest from the original lease, then the landlord must waive the fee, penalty, or interest when the tenant enters into a payment plan.
- ⇒ The landlord must not report the tenant as delinquent to a credit reporting agency as long as the tenant complies with the payment plan.

How To Apply



- ⇒ Tenants should contact their landlord to find out the details of the payment plan and submit an application.
- ⇒ A landlord should use existing procedures or develop new procedures for a tenant to apply for the payment plan, either online or by telephone.
- ⇒ The application process will be different for each landlord.

How to Get Approved



A landlord will be required to approve the application when a tenant can show the following:

- ⇒ The tenant must provide evidence of a financial hardship resulting directly or indirectly from the public health emergency:
 - That is in addition to any current delinquency or a future inability to make rental payments existing prior to the start of the public health emergency, and
 - Would disqualify the tenant from being able to rent the unit or space based on the same qualification criteria that was applied to the tenant at the time he or she was approved to rent the unit or space, and
- ⇒ Agree in writing to make payments in accordance with the payment plan.

If the application is denied, the tenant may file a written complaint at the Department of Consumer and Regulatory Affairs.

File a complaint here: <https://dcra.dc.gov/page/tenant-resources-dcra>

Or call this number: **(202) 123-4567**



What to do if the application is rejected