



Landlord /Tenant Housing Information



Know your rights and responsibilities

Human Relations Division

Good Neighbor Etiquette Tips

- If you have more than one pet please monitor their barking so not to disturb neighbors in close proximity. Also make sure your pet is leashed or fenced in.
- Whether your renting or buying show interest in curb appeal by maintaining the exterior of your residence. You can be the neighbor everyone wants to follow.
- We all enjoy socializing with friends and family but be courteous of noise level and respectful of your neighbors while your enjoying company.
- Be alert to your surroundings and a concerned citizen. Keep an eye out for changes that could impact peace and harmony in your neighborhood.
- If you witness suspicious behavior or criminal activity report it to your local authorities.



Human Services Department
Human Relations
701 North 7th Street Room 346
Kansas City, KS 66101
(913) 573-5460

Neighborhood Resource Center
Rental Licensing
4953 State Ave
Kansas City, KS 66102
(913) 573-8649

Resource Information

Limited Action/Small Claims Court

710 North 7th Street Ste. 60

Kansas City, KS 66101

(913) 573-2811

Kansas City Office of Legal Services

400 State Ave Suite 1015

Kansas City, KS 66101

913 621-0200

www.kansaslegalservices.org

NRC- Code Enforcement

4953 State Ave

Kansas City, KS 66102

(913) 573-8600

www.KansasTenant Handbook.com


KCK Housing Authority

1124 North 9th Street

Kansas City, KS 66101

(913) 281-3300

Disclaimer: This brochure which is intended to inform, not advise was prepared by the Human Relation Division in collaboration with NRC Rental Licensing.



Before you sign on the dotted line.....

In order to avoid renters remorse there are a few things you want to ensure before signing on the dotted line:

- ◆ Verify that your Landlord has a rental license. All residential property in Kansas must be licensed.
- ◆ Research and obtain rental insurance.
- ◆ Walk through the property with your landlord and bring a friend. Often times we are so eager to move in that we don't look beneath the surface for such things as : previous water damage, newly painted surfaces where possible mold has been hidden and clear signs of previous rodent and bug infestations.
- ◆ Make sure to get in writing any promises made to alter the premises prior to your move in date. Keep a copy or take a picture.

DO YOUR HOMEWORK

Ask questions such as:

- ⇒ Has there been any previous code violations associated with this property?
- ⇒ Is there a specified time frame I should expect for reported repairs to be completed?

Make your own checklist of questions

Kansas Law requires that within (5) days you and your landlord make a detailed written list describing the conditions of the premises.

Best Practices When Renting Property

- ◆ **If you have a lease agreement make sure you keep a copy and refer back to it when needed.**
- ◆ **When you pay rent make sure you obtain a receipt for what you paid. If the landlord refuses to give one, purchase a receipt book or notebook and keep your on record.**
- ◆ **If you have maintenance/repairs issues make sure you let the landlord know in a timely manner per your rental agreement. Put your request in writing.**
- ◆ **If you are given a 3-day notice to vacate the property for non payment of rent the landlord may choose to start the eviction process. A landlord cannot evict you by shutting off utilities or by changing locks. If this happens you might be able to sue your landlord in small claims court.**
- ◆ **If there is suspected illegal activity taking place in or around your place of residence make sure you report it to your landlord and/or the KCKPD. You have the right to live in a safe and healthy environment.**

RIGHT AND RESPONSIBILITIES

TENANT :

- Keep the premises clean and sanitary.
- Dispose of trash and garbage in a clean sanitary manner. **Note:** Trash should not be curbside more than 48 hours prior to your pickup date.
- Use and operate gas, electrical and plumbing fixtures properly. An example of improper use includes allowing foreign or large objects to be flushed down the toilet, overloading electrical outlets and allowing fixtures to become filthy.
- Notify the landlord timely when repairs are needed by the established method outlined in your agreement.
- Adhere to the rules and responsibilities outlined in your signed agreement.

LANDLORD:

- Keep the apartment, mobile home, or home in compliance with the local county housing codes affecting health and safety.
- Maintain areas of building and grounds open to all tenants to include common areas such as hallways, parking lots, and laundry rooms etc.
- Make sure you are providing reasonable (agreed upon) notice and a reasonable time before entering into a tenants residence unless there is cause for potential cases of hazard or possible loss of life and/or severe property damage.
- Comply with Equal Opportunity requirements.