



TIPS TO GET READY FOR HOUSING COURT

This checklist can help you get ready for housing court. Please note that you may not need or have everything on the list and there may be some other things you should bring to court as well.

- All court papers and papers from the landlord.
- The original lease and renewal leases.
- Proof of rent payments: rent receipts, canceled checks or copies of money orders.
- Records of apartment and building problems, including problems with heat, hot water, and all other repairs and services.
- Photographs of problems in your apartment or building. Label the photograph with the date it was taken and what is pictured.
- Copies of letters or other documents you sent to the landlord, superintendent or government agencies about problems in the apartment or building.
- Receipts for work and materials if the landlord did not respond to your requests and you had to make repairs yourself.
- List of dates you talked to the landlord, superintendent or other building staff about problems in the apartment or building.
- If your case is scheduled for a hearing or trial, bring witnesses to testify.
- Anything else you believe will help your case.



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