MOBILE HOUSING BOARD HOUSING CHOICE VOUCHER

RENT CAFÉ PHA LANLDORD PORTAL PRESENTATION MAY 22, 2018 5:30-7:00 Williamson High School Auditorium Rent Café PHA landlord is an online portal for landlords to establish a profile and view or edit relevant Voyager details.

Landlords can easily communicate with MHB HCV.

In this presentation we will focus on the following features:

Update Contact Information Manage multiple accounts with a single login View ledger information Manage bank account information online View unit inspection information View caseworker information



Landlord Dashboard

		My Account RentCafe	Affordable
Velcome to your Landlord Dashboard, James Palay	valdi 🖑		
	Ø		*
Contact Agency	My Documents	My Profile	Unit Info
	20		
Register With Another Code	Caseworker Info	Unit Inspections	My Ledger
a th	-	0	
Unit Holds and Abatements	EFT Setup	Additional Documents	



Contact Agency

Home Company Agency Management - Settings - Logout

Agency Det	ails	My Account	PALAWSKI DEFAULT - 2204-LV0000456	•
Agency Name	Yardiville Housing Authority			
Agency Address	430 South Fairview Ave			
	Santa Barbara, CA 93117			
E-mail	rentcafepha@gmail.com	.M		

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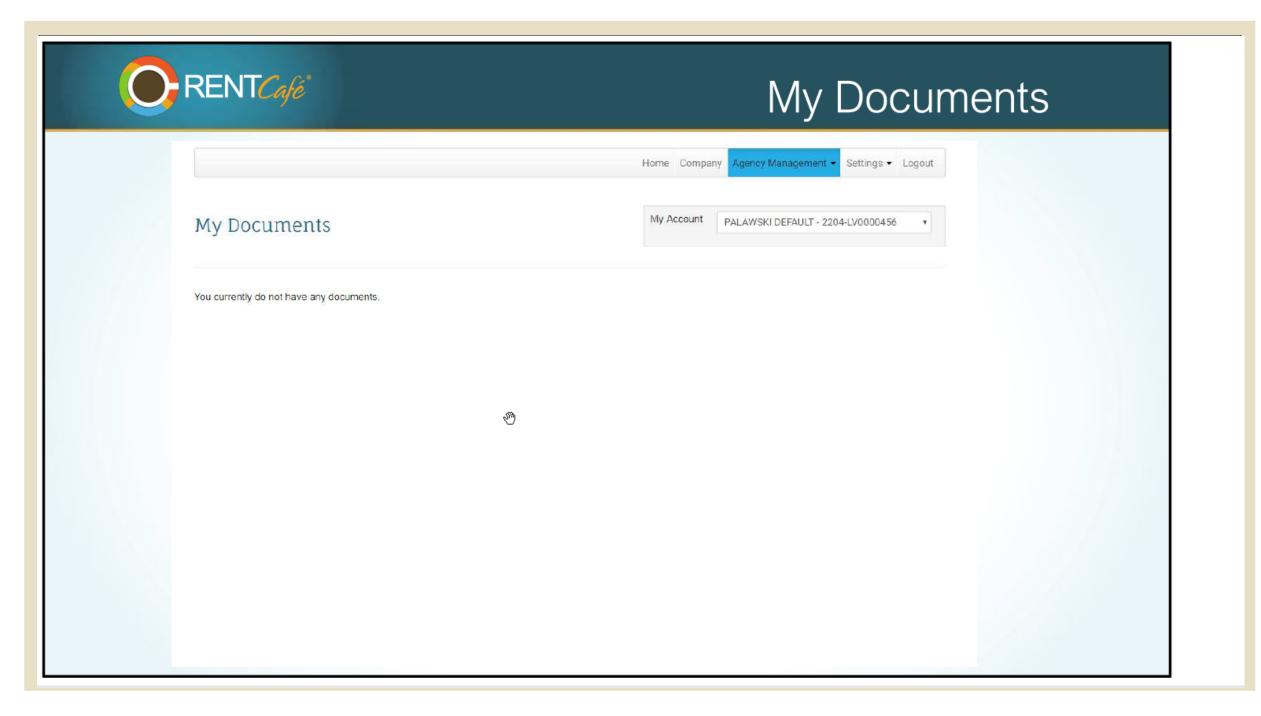
Send Email

8008661124

8008661124

Phone

Fax





My profile

Name	James Palawski Palawski Man			
Tax ID#	***.**.5737			
Account Nickname	Palawski Default	Ð		
Contact	Brett Walker			
Mailing Address	509 44th Avenue East Lot E-16t			
City - State - Zip	Goleta	CA •	93117	
E-mail	rentcafepha+james.palawski@			
Office	(805) 111-2222			
Home	(800) 866-1124			
FAX				
Receives 1099	Yes			
Payable Method	EFT			
	Edit Profile			



Changes to Profile

						20
				Home Compa	ny Agency Management	Settings - Logo
My Profile	®.			My Account	PALAWSKI DEFAULT - 22	04-LV0000456 •
Your changes have bee Your change request nu	en submitted for review and are awa	aiting agency approval.				
Click here to view curre						
Click here if you want to						
Name	James Palawski Palawski Man					
		1				
Tax ID#	***.**-5737					
Account Nickname	Palawski Default					
Contact	Brett Walker					
Mailing Address	509 44th Avenue East Lot E-16(1				
maning Address	505 4401 AVEIDE Last LOT E-TO					
City - State - Zip	Goleta	CA	• 93117			
E-mail	rentcafepha+james.palawski@					
Office	(805) 111-2222	1				
Home	(800) 866-1124					
FAX		ľ.				
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Register with another code Landlord 'Other'Accounts

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ter Your Registration Code	Registration Code	Go				
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Unit Info

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# of Bedroom	S Select options		+ Unit Status	•		
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10 • record	page				Search	
10 • record	page ♦ # of Bedrooms ♦	Contract Rent	Legal Owner	HAP Payee	Search:	♦ Unit Status ♦
^{Clair}		Contract Rent \$1,100.00	Legal Owner James Palawski Palawski Management	James Palawski Palawski Manag	tenant Name	Unit Status Occupied
Unit Address 833 31st Ave. E.	👙 🕊 of Bedrooms 👙				Tenant Name gement Sparkle Johnson	
Unit Address 833 31st Ave E. Goleta, CA 93117 3203 5th SL CL E.	♦ # of Bedrooms ♦ 3	\$1,100.00	James Palawski Palawski Management	James Palawski Palawski Mana(Image: Tenant Name gement Sparkle Johnson gement Romanique Hall	Occupied
Unit Address 833 31st Ave. E. Goleta, CA 93117 3203 5th SL CL E. Goleta, CA 93117 1441 19th St. Ct. E.	 # of Bedrooms \$ 3 2 	\$1,100.00 \$685.00	James Palawski Palawski Management James Palawski Palawski Management	James Palawski Palawski Mana(James Palawski Palawski Mana(Tenant Name Sparkle Johnson gement Romanique Hall gement Dorothy Booker	Occupied Not Occupied



Caseworker Info

			Home Company Ag	ency Management - Settings - Logo
Caseworker I	nfo		My Account PAL/	AWSKI DEFAULT - 2204-LV0000456
Tenant Status	Current Past Future			
	Go Excel		_	
10 records per pa		Tenant Status	Re-exam Date	Search:
	age	Tenant Status Current	Re-exam Date 05/01/2018	
Caseworker Name	age			Unit Address 1517 19th St. Ct. E.
Caseworker Name Chris Harrison	age Tenant Name Jonathon Powers	Current	05/01/2018	Unit Address 1517 19th St. Ct. E. Goleta, CA 93117 833 31st Ave. E



Unit Inspections

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	Result Type		٠							
		Go Excel								
	records per page Init Address		Inso Type	Reinspect ID Å	Due Date	Scheduled Date	Inspected Date #	Search:	Result	
10 msp ID \$ 997	 records per page Unit Address 1902 6th Ave, E, Goleta, CA 93117 	Tenant Name 👙 Miller, Lottie	Insp Type 🛊 Annual	Reinspect ID ‡	Due Date 👙	Scheduled Date \$	Inspected Date \$		Result \$	Details
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15p ID‡ 97	Unit Address 🔶 1902 6th Ave. E. Goleta, CA 93117 1902 6th Ave. E. Goleta, CA 93117 1902 6th Ave. E.	Tenant Name 👙 Miller, Lottie Miller, Lottie	Annual Annual	Reinspect ID \$	09/18/2008	09/17/2008	09/17/2008 09/10/2009		Pass (Details



'Details' on Unit Inspections

REN	Tenant	Lottie, M	iller	Inspection ID	597	Generate Letter		۲ P	rint
	Name Unit Address	1902 6th	Ave. E.	Inspect Type Inspect Date		Linked Inspection	Previous Next		
	Address	Goleta, C	CA 93117	Inspector	03/1//2008				
				Phone					
Unit		continue to	make housing is listed below.) you for your	unit on behalf of the	HCV participant, you mus	t take the neces	ssary action
	Excel			ą	9				
Schee							Search:		
	Area	\$ Item	\$ Criteria	Ratings	🔶 Resp	onsibility	Observations	Not	es

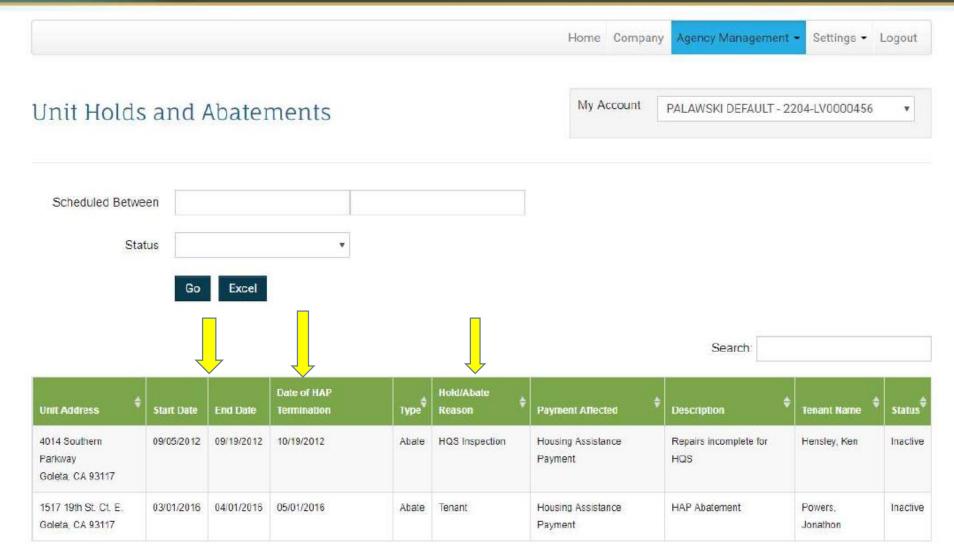


My Ledger

My Ledger				My Account	PALAWSKI DEFAULT	- 2204-LV0000
Period	Current Month	×	EFT/Qtypck #/Adj #			
Sort By	Tenant Name					
	Go Excel					
	Go Excel				Search:	
Tenant Name	Go Excel EFT/ Check#/ Adj#		Check Date	Notes	Search:	Am
Tenant Name Jonathan Young			Check Date 01/01/2018	Notes :HAP 01/18 Young, Jonathan 2		Mark 1
1 subsections	EFT/ Check#/ Adj#				2204	Am \$35 \$60



Unit Holds and Abatements





EFT Setup

	Home Company Agency Management - Settings - Logout
EFT Setup	My Account PALAWSKI DEFAULT - 2204-LV0000456 *

If you need to update your bank account information, please delete your current bank account we have on file for you and add your new one.

Thank you, Yardiville Housing Authority

Name on Account	Bank Transit Number	Bank Account Number	Account Type	Edit	Delete
Palawski Savings Accounts	121202211	****9399	Savings	Edit	Delete



Custom Page

Home Company Agency Management - Settings - Logout

Additional Documents

Please click on the following links for Program Information:

Tenant Screening Tips for Landlords The Basics for Owner/Landlord HQS Self Inspection Checklist A Good Place to Live GoSection8 Property Listing Form

Individual Attachments within Owner/Landlord Leasing Packets:

Disclosure of Info on Lead Based Paint and Hazards Economic Disclosure Statement IRS Form W9 Rent Increase Request Form (Optional Template)

Questions regarding the above documents can be directed to the YHA Leasing & Contracts Department:

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Kelly Johnson, Lead Contract Specialist, extension 5555 or kjohnson@notanemail.org

Brad Walker, Contract Specialist, extension 5555 or bwalker@ notanemail.org

Thank You for attending this meeting! If you have additional questions Or need assistance, please visit our office **Monday-Friday** 8:00 a.m. - 4:30 p.m.