



## CDC EVICTION MORATORIUM TENANT CHECKLIST

On September 4, 2020, a nationwide eviction moratorium, ordered by the Center for Disease Control (CDC), went into effect. The moratorium lasts through December 31, 2020. To be protected by the moratorium a tenant needs to provide a Declaration to their landlord that states, under penalty of perjury, that the tenant qualifies for protection under the moratorium. For those living in Jackson or Clay County, the courts have issued an administrative order that explains how the court will handle the process of tenants seeking protection under the moratorium.

**This is a checklist tenants can use to navigate moratorium's requirements.** This document also contains tips on keeping records and documentation related to the moratorium that may become necessary for court in Jackson or Clay County (and possibly other jurisdictions in the future).

### Reviewed Declaration to make sure I meet all the requirements

The CDC's eviction moratorium requires that tenants meet very specific requirements to be protected. If you have questions about whether the CDC's order applies to you, contact an attorney or review the Frequently Asked Questions section of this packet. If you read all the materials and still have questions or need additional assistance with your Declaration or with the eviction, apply for help at Legal Aid of Western Missouri. Legal Aid's number is (816) 474-6750.

### Gave a signed copy of the Declaration to my Landlord

Each adult on the lease needs to provide the landlord with a signed declaration. Some ways you may give your landlord the declaration include over email or text, in-person, or by certified mail. Use the space below to list (1) how and (2) on what date each adult in the home provided the landlord with the declaration:

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### Saved a copy of the signed Declaration

It is important to keep a copy of all Declarations provided to your landlord. You should also save any documentation related the Declaration's requirements such as your attempts to obtain government assistance or proof that your landlord received the Declaration. You may need to bring these to court so be sure to keep them in a safe place.

## **CDC TENANT CHECKLIST (CONTINUED)**

### **Responded to my landlord's Verification within 7 days**

Courts in Jackson and Clay County (and potentially others) are requiring landlords to file Verifications stating that they have not received a Declaration from their tenant before any eviction is carried out. If you have provided your landlord a Declaration and later receive a Verification document you believe is not true, you have 7 days to challenge the Verification in court by filing a motion or notice with the court. You can find more information about this under the Frequently Asked Questions section of this packet.

### **Kept detailed notes about my conversations with my landlord**

In the event you must go to court, it is important that you have good records about any conversations you had with your landlord. If you talk with your landlord on the phone or in person you can write down notes in a notebook. If you talk with your landlord over text or email you can save the conversations. You should also keep track of when you pay rent and how much you paid.

### **Kept copies of any rent payment receipts**

If you make any payment towards your rent, you should ask your landlord for a receipt. Keep track of these receipts.

### **Contacted legal help with any questions I have**

If you have questions about the eviction moratorium and whether it applies to you, contact an attorney. Legal Aid of Western Missouri can be reached at (816) 474-6750.

### **Prepared for my hearing or trial**

If your landlord has filed a case against you, it is important that you prepare to go to court. You can prepare by gathering all evidence you would like to show the judge.