

## **GRIEVANCE HEARING PUBLIC HOUSING AUTHORITY**

Before a Public Housing Authority (PHA) can evict a tenant, it must provide the tenant with a written lease termination. This notice must explain in detail the **reason(s) for the termination**. It also must notify the tenant the date when the lease is terminated.

The **notice must also state the date** by which the tenant may request a **grievance hearing**. The hearing request must be in writing.

**The grievance hearing gives you an opportunity to tell your side of the story and resolve the eviction.**

The hearings are rescheduled promptly, so immediately after receiving the lease termination you should:

1. Request in writing a grievance hearing. See attached request.
2. Read carefully the reasons for termination.
3. Review the documents in your PHA file.
4. If you dispute the reasons for the termination, gather information and witnesses that support your side of the story.
5. Make sure that your witnesses are able to attend the hearing and that their testimony will be favorable to you.

**You are entitled to view and inspect before the hearing all documents the Housing Authority is using to support your eviction.**

### **The Grievance Hearing**

The grievance hearings are informal. The decision must be made by a neutral hearing.

The PHA will first present the reasons for terminating your lease.

**The reason to terminate your lease cannot be different from those described in the notice of termination you receive.**

You are entitled to ask questions of any witness the PHA offers.

After the PHA presents its story, you will have an opportunity to present your side.

You should:

1. have all documents such as receipts, pictures, statements ready.
2. have your witnesses speak and briefly tell what they know.
3. tell your story.

To avoid eviction, you may be required to enter an agreement with the PHA concerning future conduct. For example, you may have to promise that a specific person will not visit any more.

It is important to understand what you are agreeing to do or not do. It is also very important not to make promises you cannot keep.

You should get a written decision from the hearing officer.

<b>Check list for Grievance Hearing</b>
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	Yes	No
1. Read the lease notice of termination carefully.	<input type="checkbox"/>	<input type="checkbox"/>
2. Request a grievance hearing.	<input type="checkbox"/>	<input type="checkbox"/>
3. Review the documents the PHA will rely on to support your eviction.	<input type="checkbox"/>	<input type="checkbox"/>
4. Confirm the date and place of the hearing.	<input type="checkbox"/>	<input type="checkbox"/>
5. Have documents, receipts, etc., ready	<input type="checkbox"/>	<input type="checkbox"/>
6. Contact and prepare witnesses	<input type="checkbox"/>	<input type="checkbox"/>