

<b>STATE OF MICHIGAN JUDICIAL DISTRICT COUNTY</b>	<b>RENTAL ASSISTANCE</b> <input type="checkbox"/> <b>Proof of Application</b> <input type="checkbox"/> <b>Status Update</b>	<b>CASE NO. and JUDGE</b>
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Court address

Court telephone no.

Plaintiff's name, address, and telephone no.

Defendant's name, address, and telephone no.

v

Plaintiff's attorney, bar no., address, and telephone no.

Defendant's attorney, bar no., address, and telephone no.

To the Tenant (Defendant):

Use this form if you are applying for help with your rent and the court has stayed (temporarily stopped) an eviction case against you to give you time to apply.

To tell the court that you have asked for help with rent, check *Proof of Application* at the top of the page. Then check item 1 and the box(es) for where you applied below. If you check item 1, you must provide written proof of the application(s) to the court **no later than 5 days after the case was stayed.**

To let the court know what is happening with your request for help with rent, check *Status Update* at the top of the page. Then check item 2 and the box that describes where the application stands below. You must demonstrate to the court that the application is still pending **or** has been approved and rental assistance will be received **no later than 14 days after the case was stayed.**

1. I have applied for rental assistance from
- the Michigan Department of Health and Human Services.
  - a local Coordinated Entry Agency.
  - a local Housing Assessment and Resource Agency.
  - the federal Help for Homeless Veterans Program.

Written proof of my application is attached.

2. I applied for rental assistance from \_\_\_\_\_ and provided proof to the court.  
Name of organization or program
- My application has been approved.
  - There has been no decision yet on my application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (type or print)

## Advice of Rights and Information (Landlord-Tenant)

This information explains your rights as a tenant (defendant) when your landlord has filed a case to evict you. They may also be asking the court to order you to pay money.

You should also have received separate information about where you can apply for rental or other housing assistance.

**Read this form carefully.**

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### Notice of Rights

#### 1. Attorney

You have the right to hire an attorney. If you cannot pay for one, the court must give you information about any legal aid assistance there might be for your area.

#### 2. Place where case will be heard

- You have the right to have your case heard in the county or district where the property, or any part of it, is located.
- Look at item 3 on the attached summons (form *DC 104*). If the landlord (plaintiff) has checked the box saying that the case is not being brought where the premises is located, you can ask the court to transfer the case to the county or district where the property, or any part of it, is.
- You can ask the court to move the case by filing a request (motion) in writing before the court date listed on the summons, or ask the court in person at the first court hearing.

#### 3. Jury trial

- You have the right to demand a jury trial.
- If you want a jury trial, you must tell the court at your first court appearance, or make the demand in writing within 5 days of the court explaining your right to a jury trial.
- You can use form *MC 22*, Jury Demand, and file it with the court.
- You must pay a \$50 fee when you make your demand or within 5 days of the court explaining your right to a jury trial. You do not have to pay the jury fee if you have asked the court to waive fees and the court has approved your request under MCR 2.002.

#### 4. Rental and other housing assistance

If your landlord has asked for you to be evicted from a residential property because you haven't paid rent, you may be able to get assistance from

- the Michigan Department of Health and Human Services (MDHHS)
- a local Coordinated Entry Agency
- a Housing Assessment and Resource Agency
- a federal Help for Homeless Veterans program

You should have received information on local rental and housing assistance with the summons.

You do not need a judgment against you to receive help from the places listed above. A copy of the summons and complaint from your case are enough.

#### 5. Reaching an agreement outside of court

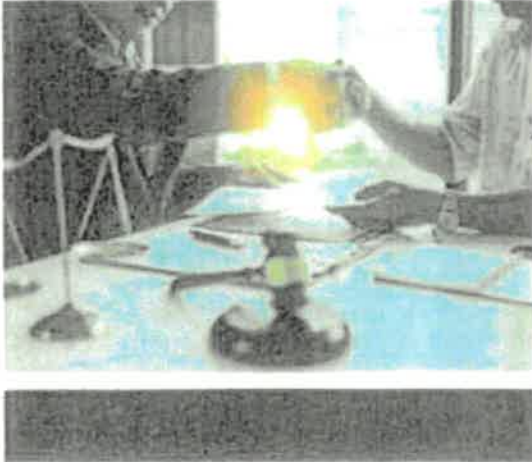
You may be able to reach an agreement with the landlord by going through a Michigan or local community dispute resolution program. You can find a program at [courts.mi.gov/CDRP](https://courts.mi.gov/CDRP).

#### 6. Conditional dismissal

You may be able to reach an agreement with the landlord that will mean the case gets dismissed. The court must provide you with the form for this or tell you where to find it online.

The XXth  
District Court

# HOW TO GET LEGAL AND SOCIAL SERVICES HELP



A case has been filed in the XXth District Court that could result in your eviction. The claims that have been made and the date and time to appear in court are in the attached documents.

Your landlord, or the party bringing this case against you, has made allegations that you should be evicted.

**You have the right to raise defenses and you have the right to be represented by an attorney.**

Assistance programs have different eligibility requirements. Contact the below organizations as soon possible if you need help.

Free legal services are available:



Lakeshore Legal Aid hotline

**(888) 783-8190**

Apply online at [michiganlegalhelp.org](http://michiganlegalhelp.org)

If you need help paying your rent or if you need financial help to move, contact the following agencies as soon as possible:



To apply for the State Emergency Relief Program (SER) contact:

Apply online at:

[www.michigan.gov/ser](http://www.michigan.gov/ser)



Wayne Metropolitan

Wayne Metro CONNECT Center  
313-388-9799

[www.waynemetro.org](http://www.waynemetro.org)  
[www.outwaynehomeless.org](http://www.outwaynehomeless.org)

If you need wifi access to apply for benefits or for a zoom hearing a hotspot is located at:

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***The XXth District Court cannot provide advice or representation.***

## Contact Information Regarding Rental Assistance Programs

- Michigan Department of Health and Human Services, Greenfield Office:
  - 313-943-5200
  
- Federal Help for Homeless Veterans:
  - 1-877-424-3838
  
- State Emergency Relief Program (SER):
  - <https://www.michigan.gov/mdhhs/assistance-programs/emergency-relief>
  
- Wayne Metro CONNECT Center:
  - 313-388-9799

**If you qualify, you do NOT have to wait until a judgment is entered against you**