



## **New Landlord Portal AssistanceCheck - Register Today**

For your convenience, the AHA is now offering a new, secure, online service called AssistanceCheck. Please note that this new online service replaces the AHA's existing landlord portal. In addition to obtaining payment information online, this convenient service also allows you to contact the AHA and make requests online rather than in-person or by mail. Some of the online services offered include the ability to:

- Update your contact information
- View and print required documents
- Link to our new online payment statement system, HAPCheck, to view and print payment details
- Reschedule Inspections

To use AssistanceCheck, you must first create an account online at [www.assistancecheck.com](http://www.assistancecheck.com). Simply click on *"Create a property owner account"* using the assigned *PIN* and follow the on screen instructions.

Your Personal Identification Number (PIN) was provided to you in a letter mailed with your 2013 1099. If you do not have your PIN number, please contact the AHA at 817-276-6775 to request it.

Once you've completed creating your account, keep your account information in a safe place. You may log in to access AssistanceCheck to access account information, make requests, and to check the status of your requests.

The current AHA landlord portal will continue to be updated and available during this transition period until March 21, 2014.

If you have any questions, please contact Rosalinda Alvarez at [landlordrequest@arlingtonhousing.us](mailto:landlordrequest@arlingtonhousing.us) or at 817-276-6775. We are dedicated to ensuring that this enhancement will help us to better serve you.