



Portland Housing Bureau

Rental Services Office

Mayor Ted Wheeler • Director Shannon Callahan

421 SW 6th Avenue, Suite 500 • Portland, OR 97204

PHONE 503-823-1303 • FAX 503-865-3260

portlandoregon.gov/phb/rso

Rental Services Helpdesk Hours

MON, WED, FRI 9–11am and 1–4pm

Statement of Applicant Rights and Responsibilities Notice Required Under Portland City Code Title 30.01.086.C.3.C

Within the City of Portland, a landlord is required to include this notice (*Notice 30.01.086.C.3.C*) with application forms for rental housing.

City of Portland Applicant Rights

The City of Portland has adopted local requirements that provide additional rights and responsibilities for landlords and applicants for rental housing, beyond state law requirements, during the advertising and application process. ~~These additional requirements cover:~~

- ~~• How available rentals are noticed and what information is included in the notice~~
- ~~• What information must be included in the application forms~~
- ~~• How applications are processed and the order that applicants will be considered~~
- ~~• What income requirements are acceptable~~
- ~~• How much can be charged in security deposits~~
- ~~• How much can be charged in screening fees~~
- ~~• What the screening criteria options are for a landlord (low barrier or landlord choice)~~
- ~~• What the process for denying an applicant is for either screening criteria option~~
- ~~• How applicants can appeal a landlord's decision~~
- ~~• Landlords or rental units that are exempt from the City of Portland requirements~~
- ~~• Penalties for failure to comply with City of Portland requirements~~

Applicants are strongly encouraged to review their rights before submitting an application.

Applicants are strongly encouraged to submit supplemental information to offset any reasons that could lead to denial. In the event of denial, applicants have the right to appeal the decision within 30 days.

Detailed information is available at: [www.portlandoregon.gov/phb/79521] or by contacting the Rental Services Office at (503) 823-1303 or rentalservices@portlandoregon.gov.





If you believe you have been harassed or discriminated against because of your race, color, national origin, religion, gender, familial status, disability, marital status, source of income, sexual orientation including gender identity, domestic violence, type of occupation, or age over 18 seek legal guidance regarding your rights under Fair Housing law.

For translation or interpretation, please call 503-823-1303
TTY at 503-823-6868 or Oregon Relay Service at 711

503-823-1303: Traducción e interpretación | Chuyển Ngữ hoặc Phiên Dịch | 翻译或传译
Письменный или устный перевод | 翻訳または通訳 | Traducere sau Interpretare
번역 및 통역 | Письмовий або усний переклад | Turjumida ama Fasiraadda
الترجمة التحريرية والشفوية | ການແປພາສາ ຫຼື ການອະທິບາຍ

This requirement is in addition to any other rights and responsibilities set forth in the Oregon Residential Landlord and Tenant Act under Oregon Revised Statute Chapter 90, and Portland Landlord-Tenant Law under Portland City Code Title 30.

The information in this form is for educational purposes only. You should review appropriate state statute, city code, and administrative rule as necessary. If you need legal guidance, or are considering taking legal action, you should contact an attorney.