

2850 GERMANTOWN AVENUE
PHILADELPHIA, PA 19133
PHA.PHILA.GOV

MEDIATION REQUEST FORM

Requestor: Landlord or Tenant

_____ Vendor #: _____

Landlord Name

Address

City, State

Zip Code

_____ Client ID #: _____

Client Name

HCV Address

City, State

Zip Code

Mediation is way to resolve problems. It is a process where a neutral third party helps disputing individuals reach an equitable resolution without involving the courts. **Use of a mediator does not forfeit the right of either party to pursue legal resolution of the dispute.**

Please provide the nature of your complaint:

- 1. Nuisance
- 2. Property damage
- 3. Failed to allow access to unit for inspection and/or repairs
- 4. Other. Please explain (if additional space is needed please attached separate document) _____

To request mediation for issues regarding tenancy between the Landlord and the Tenant, you must sign, date and return both pages of this form to the Philadelphia Housing Authority:

**Philadelphia Housing Authority
Housing Choice Voucher Program
2850 Germantown Avenue, Philadelphia, PA 19133
Attention: Owners Services Department**

I understand the Mediation session is voluntary and agree that it will be issued through The Philadelphia Housing Authority.

Landlord/Agent

Date

Tenant

Date

P: (215) 684-4300 Fax: (215) 684-1023 TDD: (215) 684-4384 Web: www.pha.phila.gov Email: hcvlandlords@pha.phila.gov

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DO NOT WRITE BELOW THIS LINE
FOR PHA USE ONLY

Received By

Date Request Received By PHA

Approved

Denied Please explain: _____

Mediation Date and Time

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