

Landlord Information

Before filing a new landlord tenant case or filing pleadings on an existing case review Supreme Court Administrative Order 2020-17 for information you will need in order to have your landlord tenant case heard. [Order 2020-17](#)

When serving a Demand for Possession Nonpayment of Rent [dc100a](#), please provide your tenant with the following resources. If you tenant qualifies for assistance, it will benefit you as well.

- **Housing Access of Washtenaw County: (734) 961-1999 (call here first)**
- Housing Bureau for Seniors (age 55+): (734) 998-9339
- Washtenaw County Veterans Affairs (veterans): (734) 973-4540
- Michigan Department of Health and Human Services: (734) 481-2000 or mibridges.michigan.gov

If you filed a case before April 16, 2020 the following must occur before your case can be scheduled:

You must update the factual allegations in the complaint.

You must file and update Verification of Compliance with Cares Act form. [dc504](#)

New filings:

For any new cases you are filing, please see Administrative [Order 2020-17](#) for information on the priority of your case.

When filing your complaint, please indicate on the upper right corner of the form the priority you case falls into. For example, if you complaint alleges nonpayment of rent of 120 days or more, write “120” in the upper right hand corner.

When filing new summons and complaints you must include a ledger of charges and payments for the past 6 months.

Along with the ledger you must file the Verification of Compliance with Cares Act form. [dc504](#)

Hearings

Please be aware that every case will have 2 hearings unless the plaintiff dismisses the complaint, with or without prejudice, and without any conditions, if defendant was personally served under MCR 2.105(A) and fails to appear, or where both plaintiff and defendant are represented by counsel and a consent judgment or conditional dismissal is filed with the court. Where plaintiff and defendant are represented by counsel, the parties may submit a conditional dismissal or consent judgment in lieu of appearing personally at the second hearing.