

# Your Rights & Resources After Receiving a Notice to Vacate For Non Payment of Rent

The City of San Antonio requires that we deliver this information to you.

## You should know:

- **The Notice to Vacate is not an eviction.** It is only the first step in the eviction process and does not mean you must move out immediately. You still have time to resolve the issue. You do not need to leave your dwelling right now and should not move without talking to your landlord first.
- **Learn more about your rights & next steps.** Refer to this self-help legal information provided by Bexar County:  
<https://www.bexar.org/DocumentCenter/View/22596/Self-Help-Legal-Information-Packet-When-an-Eviction-Case-Has-Been-Filed-Against-You-PDF>

## Steps you can take now:

- **Contact your landlord right away to try to work out a payment arrangement.** Payment arrangements should be in writing and signed by both you and your landlord.
- **There is help.** If you need help, there are resources available to you:
  - **Questions about your rights and resources:** Please call 210-207-5910 (City of San Antonio)
  - **Help with paying rent, utilities, fees and, if needed, moving costs:**
    - i. **City of San Antonio:** Call 210-207-5910 or visit: [www.sanantonio.gov/emergencyhousingassistance](http://www.sanantonio.gov/emergencyhousingassistance).
    - ii. **Guadalupe Community Center:** Call 210-226-6178

Funding for rental and utility assistance is limited.

## What can happen after you receive a Notice to Vacate?

After the Notice to Vacate has been delivered, the landlord may file a suit in a Justice Court. The Justice Court will set a date for the hearing which is usually within 21 days of the filing. The Court will notify you in writing of the date you must appear.

You may appear at the hearing and defend your rights. The court will hear the case and issue a decision. If you do not appear, a judge may conclude that you do not oppose the eviction and issue judgment for the landlord. You have the right to appeal.

If you can work out an agreement with your landlord before the eviction hearing begins, show the court the agreement. The landlord will usually dismiss the case if you pay everything due before the hearing.

If you do not move or file an appeal within five days the hearing, the landlord can request a Writ of Possession from the Court. A 24-hour notice will be posted on your door before the Writ of Possession is carried out by removing you and your personal belongings from your residence.

## Remember that you have options and there are people who can help you.

It is a good idea to communicate with your landlord during the entire process to work out an agreement. There are City, County, or community services designed to help.

Name of Resident: \_\_\_\_\_

Address/Unit: \_\_\_\_\_

Date of Delivery: \_\_\_\_\_

Manner of Delivery: \_\_\_\_\_