

# NOTICE TO LANDLORDS AND TENANTS REGARDING EVICTION DIVERSION PROGRAM

The General District Court for Henrico County has implemented an Eviction Diversion Program as of July 1, 2025. Unlawful detainer cases filed in this court **MAY** be referred to the program to allow the tenant to make past-due rent payments on a court-ordered payment plan.

**To take part in the program, the tenant MUST meet ALL OF these qualifications:**

- **APPEAR IN COURT ON THE HEARING DATE AND TIME** written on the Summons for Unlawful Detainer (Civil Claim for Eviction) and request to have the case referred to the program.
  - The Eviction Diversion Program Request for Referral (form DC-4101) must be filled out **PRIOR** to court and provided to the judge at the first court hearing.
- **PAY AT LEAST 25% OF THE AMOUNT DUE AT OR BEFORE THE FIRST HEARING DATE.**
  - Contact the landlord to confirm total amount that will be due on the hearing date.
  - All payments must be made by certified check, cashier's check, or money order.
- Swear in court that they are employed or otherwise have enough money to make payments under the payment plan.
- **EXPLAIN THE REASONS** why they were unable to make rental payment(s).
- **HAVE A GOOD RENT PAYMENT RECORD.**
  - Have not made a late payment more than 2 times in the last six-month period, or more than 3 times in the last twelve-month period.
  - Have not had an unlawful detainer dismissed by paying to redeem the lease pursuant to VA Code § 55.1-1250 in the last six months.
  - Have not participated in an eviction diversion program in the last twelve months.

If a case is referred to the program, the tenant **MUST MAKE ALL PAYMENTS ACCORDING TO THE COURT-ORDERED PAYMENT PLAN WHILE ALSO PAYING CURRENT ONGOING RENT ON TIME** as it becomes due each month. When the payment plan is successfully completed, the court will dismiss the case.

If you have questions about this process you may contact:

- Legal Aid Justice Center    804-643-1086
- Central Virginia Legal Aid Society    804-648-1012

Forms are available online at <https://www.vacourts.gov/forms/district/eviction> or at the window in our Civil Division.