

HOUSING AUTHORITY

of the County of Lebanon



Section 8 Housing Assistance Program

P.O. Box 420, 1012 Brock Drive, Lebanon, PA 17042
Phone: 717-273-1639 Fax: 717-273- 6950 TDD 800-545-1833 ext 826
Email: section8@lebanoncountyhousing.com

January 1, 2009

Landlord John Q. Tenant
134 Owner Road
Anytown, USA 99999

AMENDMENT TO THE HOUSING ASSISTANCE CONTRACT

Tenant: Happy Tenant

The Housing Assistance Contract for the above referenced family is amended for the following reason(s):

- Annual Recertification Rent Adjustment Tenant Income Change
 Family Composition Change: Name _____ Moved in out
 Other _____

Effective February 1, 2009 the Housing Assistance Payments have been adjusted as follows:

	FROM	TO
Contract Rent	\$500	\$500
Family Payment	\$250	\$275
HAP Payment	\$250	\$225
Utility Check	0	0

If a retroactive change was required the necessary adjustment will be reflected in your next monthly payment. If the HAP payment has been reduced to zero the tenant is allowed a six-month grace period. If during the next six months the family income decreases the tenant may be eligible for Section 8 assistance at that time.

This change is in accordance with the terms and conditions of the HAP contract signed by the landlord with the Housing Authority of the County of Lebanon and the lease agreement between the landlord and tenant. All other covenants, terms and conditions of the original HAP contract and/or Lease Agreement remain the same.

To the tenant only: If you disagree with this decision, you must request an informal hearing. If a hearing is desired, you must submit a written request to the Authority within fifteen (15) days from the date of this notice or your right to a hearing will be waived.

Sincerely,
HOUSING AUTHORITY OF
THE COUNTY OF LEBANON

Happy Tenant
4567 Rental Way
Anytown, USA 99999