

BEAUFORT HOUSING AUTHORITY

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BEAUFORT HOUSING AUTHORITY LANDLORD PACKET

Contents and Instructions:

- SCHousingsearch.com – (List all open properties on this site, all participants are directed to start here)
- Authorization Agreement for ACH Deposits – (Fill out form completely and provide voided check)
- W-9 – (Fill out completely and return to BHA with proof of ownership of the property)
- Housing Assistance Payment Contract (HAP Contract) – (HUD Guidelines for Housing Authorities, Landlords and Tenants. READ ENTIRE CONTRACT)
- A Good Place To Live – (HUD guidelines for housing inspections)
- Participant Responsibilities – (BHA rules and regulations for participants)

You should fill out and return the W-9 and ACH Authorization with a voided check and proof of ownership (property tax statement), as soon as possible. This will ensure your property is ready for a participant as soon as the property passes inspection.

The participant will hand you a Request for tenancy Approval (RTA), which you need to complete and deliver to the Housing Authority as soon as possible. The section 8 inspector will guide you the rest of the way.

Please call with any questions.

Sincerely,

David Lavendol

David Lavendol
HCV Program Administrator
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