



HOUSING AUTHORITY OF THE CITY OF LOS ANGELES

SECTION 8 TENANT NEWSLETTER

December 2011

Preparing for Your Annual Reexamination

Arriving to your Annual Reexamination prepared eliminates delays. Bring with you the following documents:

- Social Security cards for all members of the household.
- Current picture I.D. for all members of the household who are 18 years of age or older. **Family members 18 years of age or older must also come to the interview.**
- Most current bank statement for all bank accounts, including direct deposit accounts.
- A minimum of three months consecutive wage stubs and your most recent W2 and Tax Statement.
- A Notice of Action no more than two months old from the Department of Public Social Services (DPSS) if you receive AFDC or GR.
- If you receive SSA or SSI, an award letter no more than two months old from Social Security Administration must be obtained by calling the **toll-free number 1-800-772-1213** or accessing SSA's website www.socialsecurity.gov.
- Birth Certificate(s) for all minors in the household.
- Unemployment or disability benefits letter from the unemployment office (if receiving U.I.B. or S.D.I)
- Life Insurance Policy, including the cash value page.

If you have a live-in aide he/she must appear at the interview and bring the following:

1. Proof of residency (i.e. several months of mail, billing or bank statements)
2. Picture ID (one government issued or two non-government issued).

Preparation Tips:

1. Make sure your documents are current.
2. Organize your documents (by type and by date).
3. Check off all the documents that you have, and circle the documents you need.
4. Plan to get all the documents you need from the appropriate institution, such as banks, schools, Social Security office, your employer(s), Department of Public Social Services, etc.
5. Arrive 15 minutes before the appointment.
6. Bring your appointment letter.
7. **Contact your Advisor if you are not going to be able to come to your appointment.**
8. If you have questions about the required documents to bring to your Annual Reexamination contact your advisor. Your Advisor's contact information is available on the Annual Review/ Appointment notice.

As soon as you get your notice prepare the requested documents.

What is a Reasonable Accommodation?

The United States Department of Housing and Urban Development (HUD) considers a person disabled if he/she has a physical, developmental, mental disability, including hearing, mobility, visual impairment, chronic alcoholism, AIDS, AIDS related complex, that substantially limits one or more major life activities; or has a record of such disability; or is regarded as having such disability.

A reasonable accommodation is a change, exception or adjustment that the Housing Authority can make to its rules, policy practices, procedures or to its housing units that will provide an otherwise eligible family having a family member with a disability an equal opportunity to participate in and benefit from the programs administered by the Housing Authority. There must be a connection between the request for reasonable accommodation and the individual's disability.

If you need additional information about reasonable accommodation please contact your Section 8 Advisor.

Prepare for Your Annual Inspection

In order to pass your annual inspection you must properly maintain the following areas of your unit:

- Walls, ceilings, interior trim, doors, and vents.
- Kitchen cabinets.
- Stove and refrigerator (defrost freezer when necessary).
- Dishes/utensils.
- Food storage areas and counter tops.
- The bathroom exhaust (if any).
- Toilet and tank.
- Bathtub and/or shower.
- Closets and other storage areas.

A part of your unit can be used for storage purposes, as long as the stored articles are kept in containers which are arranged in an organized and safe manner. Your unit must not be cluttered and littered with trash.

You should be able to move through your unit. Exits and escape routes must not be blocked.

You must also:

- Allow the Housing Authority to inspect your unit after reasonable notice.
- Secure your pets to allow the Inspectors safe access to the unit.
- Pay gas, electric, water or any other utility bill for which you are responsible.
- Provide and repair any appliances such as stove or refrigerator which the owner does not provide.
- Repair or pay for damage to the unit caused by any household member or guest.
- Pay your portion of the rent on time.

Property Listings

Property listings are available online at: www.hacla.org, under "Property Listings."

You can also call the toll free phone number at 1-877-428-8844 to receive printed listings.

Bed Bugs

Bed bugs are small wingless creatures that vary in size, hatchlings are about the size of poppy seeds. Their color range from near white or light tan to a deep brown or burnt orange.

Bed bugs are becoming a problem in all kinds of residences, hiding nearest to the beds or other furniture used for sleeping. They seek out people and animals, generally at night while they are asleep. Their bites resemble those of fleas, mosquitoes and other blood feeding insects.

Landlords and property owners have specific legal obligations to provide safe and habitable housing for tenants.

Tips on Managing the bed bug problem:

1. Search for signs of bed bugs.
2. Carefully inspect the bed frame, mattresses and other signs for bedbugs and their eggs, dead bed bugs cast a bug skin. Blood spots may indicate that an infestation has occurred.
3. Search for live bed bugs and ensure that they are indeed bed bugs before considering treatment.

Reduce Clutter to limit hiding places for bed bugs.

Thoroughly clean the infested room as well as others in the residence.

Alert the owner of the property, and your Section 8 Advisor.

Contact a licensed pest control company that has knowledge and experience in managing bed bugs.

The Housing Authority will be closed on the following days:

Friday, December 23, 2011
Monday, December 26, 2011
Friday, December 30, 2011
Monday, January 2, 2012

Section 8 Offices will be closed to the public on the following days:

Thursday, December 22, 2011
Thursday, December 29, 2011

You can find the Tenant Newsletter online at:
http://www.hacla.org/tnt_news_1/