



Section 8 Owner Newsletter

DECEMBER 2010

Housing Authority of the City of Los Angeles

www.hacla.org

Direct Deposit

Effective January 1, 2011, new owners who contract with the Housing Authority for Section 8 rental assistance, and owners who have a change in ownership will be required to complete the direct deposit enrollment form and submit it along with the Request for Tenancy Approval (RFTA). The RFTA packet will contain the direct deposit form.

Housing Assistance Payment (HAP) checks will also be postmarked on the **first business day of the month**. However, landlords enrolled in the Direct Deposit Program will still receive payment safely and securely on the first of the month. Owners who have current contracts with the Housing Authority are encouraged to enroll in direct deposit for the timely receipt of their HAP. The application for direct deposit can be downloaded from our website at: www.hacla.org, click on "Owner Direct Deposit Enrollment Form." Owners who are receiving mailed HAP checks will receive a letter from the Housing Authority with an enclosed Direct Deposit Enrollment Form. Complete and return the form according to the provided instructions.

Criteria for Comparability

If you disagree with the comparable rent provided, Housing Authority staff will review the unit's information with you to see if there are any discrepancies in the amenities and features noted.

If you disagree with the Housing Authority about the unit's characteristics or amenities, Inspections can schedule an appointment to review the property and update the unit information.

In conducting the rent reasonableness test, the Housing Authority Inspector takes into account the following:

1. Location of the unit within the community.
2. Unit Size, including number of bedrooms, bathrooms, and square feet of living space;
3. Unit Type, such as apartment, elevator building, townhouse, single family dwelling;
4. Quality, the extent to which the unit meets or exceeds Housing Quality Standards (HQS);
5. Unit Age, and whether the unit may have recently been rehabilitated;
6. Amenities, including air conditioning, carpeting, dishwasher, washer/dryer connections, garbage disposal, location of the unit in the building, security, etc.;
7. Facilities, including availability of playgrounds, storage, parking, swimming pool, etc.;
8. Housing or Maintenance Services provided, such as an on-site resident manager, daily maintenance, etc.;
9. Utilities to be provided by the owner under the lease.

The Housing Authority will be closed on:
December 24 & 27 for the Christmas holidays
December 31st & January 3rd for the New Year

Inspections Office Contact Information

The Inspections Office is located at 2500 Wilshire Blvd. 6th Flr. Los Angeles, CA 90057. The general phone number for the Inspections Office is (213) 252-1802, e-mail address is S8inspections@hacla.org. The following information is the contact information of the Housing Inspection Supervisors according to region:

Region	Housing Inspection Supervisor	Telephone Number
North	John Stevenson	(213) 252-6131
	Mona Scott	(213) 252-1886
Central	Angela Simon	(213) 252-6167
	Romeo Santos	(213) 252-1842
South	Kyle Irvine	(213) 252-1846
	Martha Ramirez	(213) 252-6168

Inspections Office
Contact
Information

Pre-Vacate
Unit Inspection

Attend our free
Owner Orientation
Seminars to
receive valuable
information about
the Section 8
Program

List your vacancies
with us on our
website

Pre-Vacate Unit Inspection

The Pre-Vacate Unit Inspection form is an important form which certifies the joint (owner and tenant) inspection of the unit, the assigned grounds, stove, and refrigerator (if applicable), and determines the acceptability of the unit.

The owner indicates the date through which rent was paid, keys returned, and the amount of the security deposit to be returned to the tenant. The tenant agrees to pay for damages, repairs and replacements caused to the unit other than normal wear and tear.

The form also assists the Section 8 Advisor in the determination of the tenant's vacate date, and enables the Housing Authority to pay the owner accordingly. The form can be found on the Housing Authority's website: www.hacla.org

Section 8 Owner Orientation Seminars

These sessions are designed to explain how the Section 8 Program works from the property owner's perspective.

December 2010 Orientation Schedule

Monday, December 6, 2010

Thursday, December 16, 2010

Sessions are scheduled from 10am to 12:30pm

The dates are also posted on our website at www.hacla.org. You must reserve a seat to attend one of the December 2010 sessions by calling (213) 252-1253. Please leave a contact number.

The schedule is subject to change. Persons with a hearing impairment should call the TDD Line at (213) 252-1639.

Property listing service is available online at www.hacla.org under Section 8, "Property Listings."

You can also register by phone at 1-877-428-8844.

HACLA's 2600 on Wilshire Boulevard building is undergoing renovations. There are scaffolds and special lighting with a direct pathway from the front doors to the elevators and main stairwell. Please be careful when entering and exiting the main lobby.