



Section 8 Owner Newsletter

SEPTEMBER 2011

Housing Authority of the City of Los Angeles

www.hacla.org

Change of Ownership

The Housing Authority cannot enter into a Housing Assistance Payment (HAP) contract if the owner (including a principal or other interested party) is the spouse, parent (including a stepparent), child (include a stepchild), grandparent, grandchild, sister or brother (including a stepsister or stepbrother) of any member of the participant family.

An exception can be made only if the Housing Authority has determined (and has notified the family of such determination) that approving the assignment, notwithstanding such relationship, would provide reasonable accommodation for a family member who is a person with disabilities.

If you are a **new owner or existing owner** adding new properties to be assisted under the Section 8 program you must complete and submit the following forms:

- 1) Owner's Certification of No Conflict of Interest , in conjunction with the Reporting Ownership Transfer or sale of Section 8 Rental Property
- 2) Restrictions on Leasing to Relatives (Owner Certification)
- 3) Proof of Ownership

Section 8 participants will not be authorized to move into the unit until all ownership documents have been submitted to the Housing Authority.

Initial Inspections

All utilities must be turned on at the time of the initial inspection. The utilities are the complete responsibility of the owner and under no circumstances may the owner require the prospective tenant to turn on the utilities for the inspection to take place.

Only after the unit passes inspection and after the owner and HACLA have agreed on the contract rent and start date of the lease may the owner require that the prospective tenant switch the utilities to their name. Please be advised that all our Section 8 voucher holders are advised against:

- 1) Turning on the utilities under their name for the initial inspection to take place,
- 2) Paying a security deposit prior to the signing of the lease, and/or
- 3) Paying a fee to hold the unit.
- 4) Making side payments to the owner. You should not make any payments beyond your portion of the rent as indicated by the Housing Authority.

**The Housing Authority will be closed on:
September 5th in observance of Labor Day**

The new walk-in hours of the Section 8 South Office are Tuesdays and Thursdays 8:00am –3:00pm

All Section 8 Offices are open from Monday to Friday from 8:00am to 4:00pm

Report any change of address or phone number (s) to the Housing Authority immediately.

Keep your units Lead free. The City of Los Angeles provides free lead hazard remediation. Call: (213) 808-8935 or (213) 808-8678 for more information.

As a courtesy, the following are a list of community service providers you can share with your tenants. HACLA does not endorse these.

- Adult Protective Services (213) 351-5401
- Center for Disease Control (CDC) Hotline (800) 232-4636
- Child Abuse Hotline (800) 540-4000
- Children with Special Health Care Needs Hotline (800) 642-9704
- Community Helpline (800) 541-2525
- Environmental Health Hotline (800) 368-4358
- Fraud Hotline (MySafeWorkplace.com) (800) 461-9330
- L.A. County health Services (800) 427-8700
- L.A. County Mental Health Crisis Line (800) 854-7771
- Legal Aid Foundation (800) 399-4529
- Los Angeles City Information Line 311
- Los Angeles County Information Line 211
- Los Angeles Department of Building and Safety (818) 374-4390
- Los Angeles Housing Department (LAHD) (866) 557-7368
- Medicare Telephone Hotline (800) 633-4227
- National Domestic Violence Hotline (800) 799-7233
- R.A.I.N.N. (Rape, Abuse & Incest National Network) (800) 656-4673
- Social Security Benefits Information (800) 772-1213

Inspections Valley Office

In order to increase efficiency, the Inspections unit responsible for the zip codes indicated below have moved to the Section 8 Valley Office, located at: 6946 Van Nuys Blvd. Suite 100, Van Nuys, CA 91405.

Contact Section 8 Valley Office Inspections at (818) 756-1390 if you have any questions.

Zip Codes	
91020	91324-91326
91034	91331
91040	91335
91042	91340
91067	91342-91345
91201-91206	91352
91303-91307	91356
91311	91364
91316	91367
91321	91401-91402

Section 8 Owner Orientation Seminars

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

September 2011 Orientation Schedule

- Tuesday, September 6, 2011
- Saturday, September 17, 2011
- Thursday, September 29, 2011

Sessions are scheduled from 10am-12:30pm. The dates are also posted on our website at www.hacla.org. You must reserve a seat to attend one of the September 2011 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.

Some of our Section 8 Offices located at: 2500 Wilshire Blvd. have relocated to HACLA’s 2600 Wilshire Blvd. building.