



Section 8 Landlord Newsletter

FEBRUARY 2018

Owner and Payee Documentation

The Housing Authority requires certain documentation to insure that owners and payees have a legal right to housing assistance payments and that correct information is provided to the Internal Revenue Service. Documentation is maintained on all owners and payees participating in assisted housing programs.

The Housing Authority verifies property ownership by researching property vesting information contained in public records prior to authorizing any Housing Assistance Payment (HAP) contract.

The Housing Authority requires the documentation listed below for specific types of ownership:

Corporation:

A copy of the filed Certified Statement of Corporation (S-0 200) or a copy of the Corporate Resolution, with all the officers listed (only the title page, the page identifying officers, and the signature page are required).

Limited Partnership (LP):

A copy of the filed Certified Statement of Limited Partnership (LP-1), which must be signed and dated by a verified general partner.

Limited Liability Company (LLC):

A copy of the filed Statement of Information of Liability Company (LLC-12) that names the LLC manager(s) or a copy of the Operating Agreement.

Section 8 Landlord Orientation Seminars

The Landlord Seminars are designed to explain how the Section 8 Program works from the landlord's perspective. The schedule of the upcoming seminars is listed below. All sessions are from 11am to 1:30pm:

Dates	Location
Thursday, February 8, 2018	South Office: 19600 Hamilton Ave., Torrance, CA 90502
Tuesday, March 6, 2018	2600 Wilshire Blvd., Board Room, Los Angeles, CA 90057
Thursday, April 12, 2018	Valley Office: 6946 Van Nuys Blvd., Suite 100 Van Nuys, CA 91405

The dates of the Landlord Orientation are also posted on our website at:

<http://www.hacla.org/ownerorientation>

You must reserve a seat to attend one of the seminars by calling (213) 252-4249. When calling, please leave a contact phone number. The schedule is subject to change.

Housing Authority of the City of Los Angeles

www.hacla.org

Inspection Protocol

Dogs and other animals need to be secured at the time of inspection to allow the Housing Authority Inspector to conduct the inspection. Housing Authority Inspectors cannot enter the premises to do an inspection if dogs or other animals hinder the inspection. Inspectors must be able to safely and thoroughly conduct inspections.

Section 8 Housing Assistance Payments can be stopped if the Inspector is not able to inspect the unit.

Rent Stabilization Ordinance (RSO) Workshops

These workshops provide a basic overview of the Rent Stabilization Ordinance (RSO). The February workshops will cover: RSO Basics and updates. Below is the schedule of the upcoming workshops. To RSVP, call the Housing + Community Investment Department (HCID) at (213) 928-9075. You must reserve in advance. Reservations must be received one day prior to session.

Location	Date(s)	Time
2130 East 1st Street., Ste. 2600 Los Angeles, CA 90033	Thursday, February 8, 2018	10:00am (Spanish)
690 Knox St., Ste. 125 Los Angeles, CA 90502	Tuesday, February 13, 2018	10:00am
3550 Wilshire Blvd. 15th Flr. Los Angeles, CA 90010	Wednesday, February 14, 2018	10:00am
6400 Laurel Canyon Blvd., Ste. 610 North Hollywood, CA 91606	Thursday, February 15, 2018	10:30am
1200 W. 7th St., Rm 100 Los Angeles, CA 90017	Wednesday, February 21, 2018	6:30pm
1200 W. 7th St., Rm 100 Los Angeles, CA 90017	Thursday, February 22, 2018	6:30pm (Spanish)
1645 Corinth Ave., Ste. 104 Los Angeles, CA 90025	Wednesday, February 28, 2018	10:30am

HACLA does not endorse this service

The Housing Authority will be closed on:
Monday, February 19, 2018 In Observance of Presidents' Day

The Landlord Newsletter is available online at:
<http://www.hacla.org/formsdocuments>

Property listing service is available online at:
<http://www.hacla.org/propertylistings>.
Basic property listing service is free of charge. Monitor your listings and remove any outdated listings that are unavailable. Login regularly to update or list new vacancies.

You must report address and telephone number changes even if you are receiving your Housing Assistance Payments (HAP) via direct deposit by calling (213) 252-8708

Comply with Fair Housing Laws. Owners can visit the Office of Fair Housing and Equal Opportunity (FHEO) website at the U.S. Department of Housing and Urban Development (HUD): www.hud.gov

If you suspect anyone of committing fraud, you can call (800) 461-9330 or file a report online at: www.convercent.com/report. Your name will remain anonymous.