

(This form **MUST** be returned by the 20th of the Month)

Dear Section 8 Voucher Participant:

Effective **Immediately** we will send utility reimbursement checks directly to your Utility Service Provider. Please complete the information listed below.

Head of Household Name: _____

Phone Number/Contact: _____

Social Security number _____

Driver's license number _____

Name & Address of the Utility Service Provider you want your utility reimbursement going to:



Account Number: _____ (mandatory)

Please return this information to Gina Ortiz by the 20th of the month. If this information is not received, no utility reimbursement payment will be made on your behalf, until we receive the required information. All utility reimbursement payments will be mailed to the Utility Service Provider by the 3rd business day of the month. We will not be responsible for any delinquencies on your account. It is your responsibility to call your utility company to verify that payment has been received on your behalf. If no payment has been posted to your account, you can call your appropriate occupancy specialist to determine if payment was made on your behalf. If you move and your provider changes you need to notify us immediately, so that we send payments to the correct Utility Company.

I authorize the Denton Housing Authority to send my Utility Reimbursement Payment to the above mentioned Utility Provider. I understand that this reimbursement is determined in accordance with HUD policy, and is subject to change, depending on my families' income, composition, and unit size. I also understand that the Denton Housing Authority is not responsible for any delinquencies on my account; it is ultimately my responsibility to pay my utilities.

Signature of Head of Household

Date