

¡Este documento es importante, tradúzcalo inmediatamente!

HARDSHIP EXEMPTION REQUEST FOR MINIMUM RENT REQUIREMENT

If you need this document in a different language or **LARGER FONT** or if you need a reasonable accommodation (persons with disabilities), please call 312-935-2600 or TTY: 312-461-0079. Advance notice of seven days is required in order to arrange for interpreter services.

Date: _____SSSS_____

Name: _____
(Head of Household)

Voucher #: _____

Address: _____

Apt. #/Unit: _____

City: _____

State: _____

ZIP Code: _____

I am requesting a hardship exemption for the minimum rent requirement due to the following reason(s):

- Loss of eligibility for benefit income:** Submit a letter from the agency, dated within the last 90 days, indicating the loss of benefit income.
- Awaiting determination of eligibility for benefit income:** Submit a letter from the agency, dated within the last 90 days, indicating pending eligibility of benefit income.
- Family will be evicted without exemption:** Provide a letter from the Property Owner/Manager which states that eviction procedures will begin if the family does not pay the minimum rent.
Note: a completed Zero Income Affidavit and Zero Income Questionnaire indicating no income is being received by any adult member (18 years of age and older) in the household must also be on file.
- Decrease in family income, including loss of employment:** Documentation must be submitted when the decrease in income has occurred 30-90 days prior to the hardship exemption request.
Note: If the loss of income is due to a voluntary act committed by a family member, AND the loss of income occurred on or after the date of the Rent Adjustment Notice, CHA will not grant a hardship exemption.
- Death in the family:** A copy of the death certificate must be submitted for the household member whose death occurred within 90 days of the hardship exemption request. In addition, provide a statement as to how the death has created a financial hardship.

Signature: _____

Date: _____

*rev. 12/10, barcode: Hardship Request

CHA HOUSING CHOICE VOUCHER PROGRAM OFFICE LOCATIONS

Central Office
60 E. Van Buren Street, Chicago, IL 60605

South Office
1749 E. 75th Street, Chicago, IL 60649

Southwest Office
10 W. 35th Street, Chicago, IL 60616

West Office
2750 W. Roosevelt Road, Chicago, IL 60608

CHA Customer Call Center / TTY
312-935-2600 / 312-461-0079

Web
www.thecha.org/hcv