



Sandusky Metropolitan Housing Authority

1358 Mosser Drive, Fremont, OH 43420

Phone: (419) 334-4426 Fax: (419) 334-6933 Email: info@sanduskymha.org

I am reporting a change of: (Check all that apply)

_____ Income: Increase _____ Decrease _____

_____ Family Composition: _____

_____ Medical Expenses: _____

_____ Assets: _____

_____ Other: _____

I understand that written verification of the changes must be submitted no later than the 10th of each month for (1) a decrease to become effective for the following month or (2) an increase to become effective for the second month. This will apply as long as written verification has been submitted within 10 days of the change. ALL incomes must be verified by a third party when any change of income is reported. Sandusky MHA will need written verification of all income for the most recent month prior to the change.

Name

SMHA staff

Date

Date

Telephone number

incomechangeform

