

WASHINGTON COUNTY HOUSING AUTHORITY

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Washington County Housing Authority policy and HUD regulations require voucher holders to request an extension of their voucher **in writing**, 10 days in advance of the voucher expiration date that is indicated in Item 4 on the top page of my Housing Choice Voucher.

If a voucher holder fails to request an extension or submit an Approved Request for Tenancy approval within the time frame of their voucher, the voucher will expire and the voucher holder will lose any opportunity to continue with the Housing Choice Voucher program.

I further understand that voucher extensions can be denied for any reason and may not exceed 120 days from the initial issue date.

Should the voucher expire without the above terms being met, you may re-apply at the next opening of the application period.

By signing below, I fully understand the Voucher Extension policy of the Washington County Housing Authority.

(Voucher Holder-Signature)

(Date)

Washington County Housing Authority

Request for Voucher Extension

Date

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Last 4 of SSN

Please print legibly when completing this form.

Completion of this form is only required if you need additional time to search for suitable housing.

Form must be returned 10 days prior to the expiration of your voucher date otherwise, your voucher will expire and you will not receive an extension.

Head of Household First Name	M.I	Last Name		
Address		City	State	ZIP
Phone Number		Email Address		
Voucher Issuance Date		Voucher Expiration Date		
Approved	☐	Denied	☐	

Applicant Signature: _____

Date: _____

Reason for Request - Barriers in Locating Housing (Please check one or more boxes)

☐	Negative credit history	☐	Owners not accepting Section 8
☐	Transportation	☐	Cannot locate an affordable unit
☐	Cannot afford moving costs	☐	Discrimination (explain below)
☐	Not enough time to find unit (explain below)	☐	Difficulty finding a handicap accessible unit
☐	Difficulty finding a unit for family size	☐	Personal reasons – death in the family, illness, child care, etc.
☐	Other (explain below)		

Please "briefly" explain the reason for your extension request.

* Voucher extensions are not guaranteed and cannot be extended beyond a total of 120 days. There are no grounds for an appeal of an expired voucher.



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