

Assignment of Housing Assistance Payments Contract & Lease

****This form should only be completed IF you are taking over ownership/management of an existing unit currently occupied by a Housing Choice participant. If no, skip this page and proceed to the next page.**

Tenant Name:	Property Address:
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Instructions:

- This form is required to assign payments. Failure to comply may result in termination of the Housing Assistance Payment (HAP) contract.
- Owners must NOT be related to any member of the participating household.
- Print or type your response.
- Overpayments to previous Owner must be returned to the Corpus Christi Housing Authority, DO NOT forward to new owner.
- Payments to new owners/management companies will not generate until this form is completed and returned.
- Processing time for a transfer request to be reflected is estimated between 30 – 60 days from the date completed

ASSIGNMENT – TO BE COMPLETED BY FORMER OWNER(S)/ MANAGEMENT COMPANY

Check One: Sale of Property Management Company Change Other _____

The former Owner(s) / Management company, _____ has entered into a Lease Agreement with (Tenant) _____ and a Housing Assistance Payments Contract with the CCHA for the benefit of the tenant, Property Address: _____ Pursuant to the Contract, I assign all of my rights, title and interest in the Lease and Contract to the new owner/management company:

Previous Owner/Management Signature

Date

The new Owner(s)/Management company, _____ of the property accept the assignment of all rights, title and interest in the Lease and Contract.

New Owner/Management Company Name

Date

FOR OFFICE USE ONLY

Consent of this assignment is given in accordance with the provisions of the Housing Assistant Payment Contract.

HCVP Representative: _____

Date _____



The Corpus Christi Housing Authority is committed to compliance with all federal, state, and local fair housing laws. The Corpus Christi Housing Authority will not discriminate against any person because of race, color, religion, national origin, sex, familial status, disability, or any other specific classes protected by applicable laws. Corpus Christi Housing Authority se compromete a cumplir con todas las leyes federales, estatales y locales de vivienda justa. Corpus Christi Housing Authority no discriminará a ninguna persona debido a su raza, color, religión, origen nacional, sexo, estado familiar, discapacidad o cualquier otra clase específica protegida por las leyes aplicables.