



LANDLORD PROOF OF OWNERSHIP

Owner/Mgmt. Name:

Contact Number:

Property Rental Address:

1. Are you a NEW Landlord with the Corpus Christi Housing Authority? YES: NO:
2. Are you an EXISTING Landlord with the Corpus Christi Housing Authority, and wanting to add a new home to your portfolio? YES: NO:
 - If you selected yes, will your current W-9 or Direct Deposit information change? YES: NO:
3. Will a 3rd party Management Company be the payee for this account? YES: NO:

NOTE: If you selected "YES" to either of the above questions, please upload the below required proof of ownership documents.

Warranty Deed -

Signed Management Agreement (IF management company is payee) -

Has a voucher holder already submitted an application to lease this address? Yes: No:
If so, please list the name of the voucher holder:

For Office Use Only:

Documents received from vendor/owner – Date _____

Ownership/Management docs verified – Date _____

Federal Debarred/Suspension verified - Date _____

Vendor created in Yardi – Date _____

Owner notified – Date _____

Caseworker notified (if voucher holder is listed) - Date _____ Vendor Code # _____

CCHA Representative - _____ Date _____