

You must write down all landlord contacts no matter how you communicated with them. To request a voucher extension, a minimum of 5 landlords must be contacted. Your application will not be reviewed for a voucher extension unless this form is completed and must be returned before your voucher expires on _____.

Owatonna HRA Policy

The initial term of the voucher will be 60 days and will be stated on the Housing Choice Voucher.

The Housing Authority may grant one or more extensions of the term, but the initial term plus any extensions will never exceed 120 calendar days from the initial date of issuance. To obtain an extension, the family must make a request in writing prior to the expiration date. A statement of the efforts the family has made to find a unit must accompany the request. A sample extension request form and a form for recording their search efforts will be included in the family's briefing packet. If the family documents their efforts and additional time can reasonably be expected to result in success, the Housing Authority will grant the length of request sought by the family or 60 days, whichever is less.