



Housing Authority of the City of Austin

1124 South IH 35, Austin, TX 78704
(512) 477-1314 Fax (512) 494-0686

Request for Housing Voucher Extension

Date _____

Your Name _____

Your Address _____

Phone Number (s) _____

HACA has the authority to grant extensions of search time, to specify the length of an extension, and to determine the circumstances under which extensions will be granted.

PHAs must approve additional search time if needed as a reasonable accommodation to make the program accessible to and usable by a person with disabilities. The extension period must be reasonable for the purpose.

This does not extend your lease. You must request a lease extension from your landlord and submit it to the housing authority otherwise you must vacate the unit as indicated on your 30-day notice.

The family will be notified in writing of HACA's decision to approve or deny an extension. HACA's decision to deny a request for an extension of the voucher term is not subject to informal review.

HACA will approve additional extensions only in the following circumstances:

- It is necessary as a reasonable accommodation for a person with disabilities.
- It is necessary due to reasons beyond the family's control, as determined by HACA. Following is a list of extenuating circumstances that HACA may consider in making its decision. The presence of these circumstances does not guarantee that an extension will be granted:

Please check the appropriate reason for the extension request.

- _____ Serious illness or death in the family
_____ Other family emergency
_____ Obstacles due to employment
_____ Whether the family has already submitted requests for tenancy approval that were not approved by HACA
_____ Whether family size or other special circumstances make it difficult to find a suitable unit
_____ Obstacles because of limited English proficiency
_____ Obstacles due to transportation difficulties
_____ Other _____

Signature

Date