

The Housing Authority of the County of Jackson

75 Whispering Way

Ripley, WV25271

304-372-2343 PHONE 304-372-3971 FAX

Authorization for Agent for Inspections/Contract Affairs

Instructions to Owners: if applicable, one of the two forms below may be used when necessary in the event of your absence. Owners who live outside of the county in which the rental property is located are REQUIRED to maintain a local authorized agent to oversee their rental property.

Authorized Agent for Inspections Only

Name of Agent: _____

Telephone Number: _____ or _____

Best time to contact: _____

I hereby authorize the above-named individual to act as my legal agent in meeting the Housing Quality Inspections requirements

Assurance is given that the above named person will quickly relay to me all information and action required to fulfill the inspections requirements in accordance with the Housing Assistance Payment Contract.

Signed: _____ Date: _____

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I, _____, do hereby authorize _____ to sign as my contracting agent for all matters concerning the Housing Assistance Payments Contract and documents relating to the rental assistance programs and inspections, for the family of _____ in my rental unit located at _____.

Owner Signature: _____ Date: _____

Agent Signature: _____ Date: _____

Witnessed: _____ Date: _____