



## SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE, SAN FRANCISCO, CA 94124  
MAIN LINE: (415)715-5200 TTY: (415)467-6754  
WWW.SFHA.ORG

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### DELIVERED VIA U.S.P.S. MAIL

March 16, 2020

Dear SFHA Landlord,

The U.S. President, California Governor and San Francisco Mayor have all declared a State of Emergency due to the Coronavirus 2019 (a.k.a. "COVID-19"). In response, the San Francisco Department of Public Health has issued measures for workplace and businesses to minimize exposure. The SFHA is implementing the Department of Public Health's recommendations effective immediately through April 3, 2020.

In order to meet your customer needs the San Francisco Housing Authority, like other City and County of San Francisco departments, has taken the following actions:

- The San Francisco Housing Authority will be open by appointment only.
- All appointments must be made via e-mail at: [Owners@sfha.org](mailto:Owners@sfha.org)
- Any Request for Tenant Approval's, Request for Rent Increases or Vendor Packets can be e-mailed to [Owners@sfha.org](mailto:Owners@sfha.org).
- The date of receipt on the e-mail will have equal value to a date stamp that would ordinarily be provided by front desk staff through April 3, 2020.

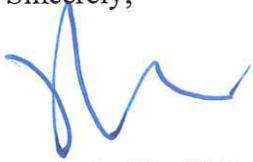
In complying with the Department of Public Health's recommendations, it is anticipated that the San Francisco Housing Authority will operate with minimum staff. We ask that any requests that are not immediate needs, wait until after April 3, 2020.

We remind you to take everyday actions to stay healthy:

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

We thank you for your continued participation in the Housing Choice Voucher program as we work through this unprecedented emergency. Should you have any urgent questions that need to be answered, please e-mail [customercare@sfha.org](mailto:customercare@sfha.org) or call 415-715-5200. Text COVID19SF to 888-777 for official updates.

Sincerely,



Tonia Lediju, PhD  
SF Housing Authority Transition Lead  
Acting Executive Director  
Office of the Mayor