



San Francisco Housing Authority

Leased Housing Department

1815 Egbert Avenue, San Francisco CA 94124
Main Line: (415) 715-5200 • TTY: (415) 467-6754
www.SFHA.org

Date

Resident Name

Client ID T#####

Address

SAN FRANCISCO CA Zip Code

RE: NOTICE OF ANNUAL HOUSING QUALITY STANDARDS INSPECTION

Dear (Full Name of Head of Household):

In accordance with the Federal Regulations, the San Francisco Housing Authority (SFHA) is required to conduct an inspection of the assisted unit.

A Housing Quality Standards (HQS) inspection of the unit located at Address has been scheduled on Date between 9:00 am and 12:00 pm.

Please ensure that an adult (18 or over) is present to allow the inspector access to the unit. Failure to keep this inspection appointment could result in termination of the owner's Housing Assistance Payment (HAP) Contract and/or termination of the family's assistance.

It is the responsibility of the participant to ensure the Inspector has access to the unit. If you or anyone in your family is a person with disabilities and you require a specific accommodation in order to fully utilize our programs and services, please contact us.

If you have any questions or feel you have received this notice in error, please contact the SFHA at (415) 715-5200.

Sincerely,

Leased Housing Department