

Communication Designee Information

Unique Application ID: _____

Applicant Name: _____

A Communication Designee is a person or organization, chosen by the applicant, that can obtain information about the status of an application on behalf of the applicant. A request for status update can be requested in-person, via telephone, email, and/or postal mail. A Communication Designee is not authorized to sign any documents or make any decision on behalf of the applicant unless the same person or organization holds a valid Power of Attorney.

The selection of a Communication Designee is optional and is not required to submit an application. The rights of a Communication Designee can be terminated, at any time, by providing a written request to your case manager.

If you wish to select a Communication Designee, please complete the information below and affix your signature:

Name: _____

Relationship: _____

Agency Name (if applicable): _____

Mailing Address: _____

City, State, Zip: _____

Unique ID for verification of identity (choose a 4-digit code you will remember): _____

Homeowner Signature

Date

Additional Homeowner Signature

Date