

GLASTONBURY HOUSING AUTHORITY
25 RISLEY ROAD. GLASTONBURY, CT 06033
PHONE (860) 652-7570

OWNER DATA FORM

INSTRUCTIONS: If you are completing this form to initiate a new lease, this form, the direct deposit form and the W-9 form may be returned separately from the tenants transfer packet for privacy and confidentiality. The initial payment will not be released until all the required paperwork is submitted.

TENANT'S NAME: _____

PROPERTY ADDRESS: _____

OWNER INFORMATION (Must submit proof of property ownership to receive HUD funds)

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

PROPERTY MANAGER INFORMATION (Must submit management agreement to receive HUD funds)

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

1. SELECT TYPE OF PAYMENT:

Direct deposit – Direct Deposit Form is enclosed (see other side)

Check – Payee is to the Owner Property Management

2. MAIL ALL HOUSING CORRESPONDENCE TO: Owner Property Management

IMPORTANT!!! The 1099 will be mailed to the party receiving check, and will be posted to the account whose SSN or Tax ID number was submitted on the W-9 Form.

If using a P.O. Box for checks and correspondence, you must provide your actual street address to complete your file:

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

The information provided is true and correct. _____

Signature

Date

