



## TOOELE COUNTY HOUSING AUTHORITY

118 East Vine, Tooele, Utah 84074  
(435) 882-7875 • Fax (435) 882-7894

June 1, 2011

Dear Landlords,

Sometime in the near future we are changing how you will be receiving payments from us. We are going to make our payments by direct-deposit. To make this change go as smoothly as possible I will need the following information. Please write plain and clear to avoid any errors. **This form must be completed and returned to this office as soon as possible.**

Owners Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Name of Tenant (s) \_\_\_\_\_

Financial Institution Name. \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Account Number \_\_\_\_\_

Routing Number \_\_\_\_\_

I hereby authorize Tooele County Housing Authority and its agents, including financial institutions to initiate electronic credit entries to my checking and /or savings account (s) listed above. I understand that it is my responsibility to advise the Housing Authority of any overpayments or underpayments and that I may only accept payments for units where the tenant is still in residence.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

If you have any questions regarding this matter I can be reached at the following number. (435) 882-7875 ext 122.

Sincerely  
Marilyn Marin  
Section 8 Administrator

