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APPENDIX 5

LETTER TO MORTGAGORS NOTIFYING THEM OF HUD'S INTENT
TO OFFSET SECTION 8 PAYMENTS

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

(MORTGAGOR NAME AND ADDRESS)

SUBJECT: Section 8 Offset Project No. City, State

Dear

Your Section 8 Housing Assistance Payments (HAP) Contract, Regulatory Agreement and the Debt Collection Act allow the Department -to of f@ the Section 8 assistance -when -a debt .,is --owed to the Federal Government. The Department intends to offset \$ per month of Section 8 assistance.

HUD will begin offsetting the Section 8 payments on the first monthly payment after the 30-day period. Therefore, HUD will begin offsetting your Section 8 payments on

You have the right to request a review of the information the Department used to make this decision. If you want to request a review, you must notify this office in writing within 20 days of the date of this letter. Your letter must state why you are seeking this review. If you wish to inspect or copy the Department's records relating to this debt, you must so state in your letter.

If you would like to discuss why HUD is offsetting your Section 8 payments, please contact at

Sincerely,

Regional Director
Office of Housing

3/92