

HCV Extension Request Form

It is the policy of the Jacksonville Housing Authority not to grant Housing Choice Voucher extensions past the initial sixty (60) day issuance. However, due to extenuating circumstances, an extension may be approved for the below listed reasons:

Please check the reason for your request:

- ☐ Extenuating circumstances such as hospitalization or family emergency for an extended period, which has impacted the family's ability to find a unit within the initial 60-day period. **VERIFICATION IS REQUIRED.** Request will be denied without documentation.
- ☐ The family has evidence they have made a consistent effort to locate a unit and has requested support services from the housing authority staff throughout the initial 60-day period regarding their inability to locate a unit. **VERIFICATION IS REQUIRED.** Request will be denied without documentation.
- ☐ The family has turned in a Request for Tenancy Approval form prior to the expiration of the 60-day period, but the unit has not passed HQS Inspection.

If you do not meet any of the requirements for an extension listed above, your request may be denied.

Name	Address	Email/Phone

Reason for Request: (JHA has 10 days to approve/deny requests in writing).

Enter your reason here...

Signature: _____

Date: _____