ORANGE COUNTY
Community Resources
Our Community. Our Commitment.

Orange County Housing Authority

1770 N. Broadway • Santa Ana, CA 92706
(714) 480-2700 • (714) 480-2926 TDD
http://www.ochousing.org

Fax Numbers:
Occupancy
(714) 480-2701
(714) 480-2937
(714) 480-2919
Leasing/Inspections
(714) 480-2822
Special Housing Programs
(714) 480-2812

Attention: Participating Owner/Manager

DIRECT DEPOSIT NOW AVAILABLE

Would you like to receive your payment the same day it is issued?

The Orange County Housing Authority is pleased to announce that we have the capability to offer **direct deposit** of monthly Housing Assistance Payments (HAP), which you receive for assisted tenants at the beginning of each month.

There are several advantages to direct deposit:

- In most cases, your payment will be available to you at 8:00 a.m. on the first working day of each month.
- No mail delay due to weekend or holidays.
- Checks will not be lost in the mail. There will be no need to "stop" payment on lost or delayed checks. You will know immediately if your check has been deposited.
- No fear of losing your check.
- You will still receive a statement, which identifies the exact payment amount deposited into your account for each tenant.

Enrollment is simple!

If you would like your payment deposited directly in your account:

1. Fill out the enclosed form.
2. Attach a VOID check or deposit slip (with accurate routing number) from your account.
3. Return the information to:

Orange County Housing Authority
1770 N. Broadway
Santa Ana, CA 92706

Attn: Accounting
Or by email: Mimi.Mirza-Florea@occr.ocgov.com

If you have any questions, please call (714) 480-2911.

Sincerely,
The Orange County Housing Authority

ORANGE COUNTY
Community Resources
Our Community. Our Commitment.

Orange County Housing Authority

1770 N. Broadway • Santa Ana, CA 92706
(714) 480-2700 • (714) 480-2926 TDD
http://www.ochousing.org

Fax Numbers:
Occupancy
(714) 480-2701
(714) 480-2937
(714) 480-2919
Leasing/Inspections
(714) 480-2822
Special Housing Programs
(714) 480-2812

AUTHORIZATION AGREEMENT FOR AUTOMATIC DEPOSIT

Use this form to add, change or cancel a direct deposit. All changes must be submitted in writing to the Housing Authority no later than the 20th of the month before the desired month in which the direct deposit is to be processed.

All funds should be credited by the 1st of each month, but no later than the 5th day of each month.

I hereby authorize the Orange County Housing Authority to initiate credit entries and to initiate, if necessary, debit entries and adjustments for any credit entries in error to my (our) account. Please check the appropriate box:

☐ Add Direct Deposit ☐ Change or Cancel Direct Deposit

Account Type:

☐ Checking

☐ Savings

Please Attach a VOID Check or a Deposit Slip (with accurate routing number) from your account.

I understand that any funds paid through direct deposit should be credited to my account, by the 1st of each month, but no later than the 5th of each month.

Owner Name _____ Payee Name _____

Phone Number _____

Signature_____ Date _____

Accounting Use Only

Entered by _____ Date _____ Happy Key No. _____

Actual Direct Deposit (Month/Year) _____