



## Documentation Request Form

Please complete this form so that the San Antonio Housing Authority may process your request for documentation. Please select the specific documentation / information you are requesting and your preferred method of delivery.

**Note:** Hard copies of requested documents are available at a cost of \$.10 per page.  
Copies through email will be provided at no cost.

Requested Documentation
<input type="checkbox"/> Balance Owed to SAHA Deliver by: <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Other Documents / Information: _____ _____ Deliver by: <input type="checkbox"/> Pickup <input type="checkbox"/> Email

General Information
Please check the box that applies to you: <input type="checkbox"/> Landlord <input type="checkbox"/> Participant <input type="checkbox"/> Applicant Name: _____ Last 4 of SSN: _____ Phone: _____ Email: _____ Mailing Address: _____ City, State, Zip Code: _____ If you are Landlord or Owner, please provide the name of your tenant and the address of the unit for which you are requesting documentation: Tenant Name: _____ Unit Address: _____ City, State, Zip Code: _____

\*Documentation requested will be made available within **7-10 business days\***

For Office Use Only
Date Received: _____ Received By: _____ Forwarded To: _____



The following person has been designated to coordinate compliance with the nondiscrimination requirement contained in HUD's regulations implementing Section 504: **Michaëlle Finch, 818 S. Flores, San Antonio, Texas 78204.**

**SAHA**  
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