



PUBLIC HOUSING AND COMMUNITY DEVELOPMENT

REQUEST TO ADD/REMOVE HOUSEHOLD MEMBERS TO APPLICATION

Head of Household Social Security Number #:

Date:

Head of Household Name: _____

Entity #:

Present Bedroom Size: _____

Head of Household has requested permission to add the following individuals to their application:

Name	Age	Sex	Relationship

Head of Household has requested to remove the following individuals from their application:

Name	Age	Sex	Relationship

Explain circumstances why this action is necessary:

Do you have a report and/or recommendation from Community Services? Give details:

Signature of Head: _____

Date: _____

Note: Pre-approval of PHCD is required prior to adding/removing a household member to the application or dwelling lease; once you have signed the dwelling lease only those household members listed may reside in the unit unless written authorization is granted by PHCD.

