EXHIBIT 13-1: OWNER / MANAGEMENT CHANGE FORM

Mail to: OHA, 1100 Grant Ave, Ogden, UT 84404

FAX to: (801) 627-6012 email to: tonyao@xmission.com

OWNER NAME:	
BUSINESS NAME:	
PLEASE LIST THE TENANTS INCLUDED IN THIS CHANGE	
NAME	ADDRESS

☐ *OWNER **ADDRESS** **CHANGE ONLY*: (Use only if there are no other changes (Ownership or Management.)**

Please Change the Address for ☐ All Correspondence ☐ Checks Only ☐ 1099 Form

Mailing Address: _____

Residential Address: _____ (May not be PO Box)

Home Phone: _____ Cell Phone: _____ Email: _____

☐ ***This property is no longer being managed. Please send all checks and correspondence to original owner.***

Owner's Signature: _____ Date Signed: _____

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☐ **NEW *MANAGEMENT CHANGE ONLY: (Use only for New Managing Agents – not Ownership changes)***

A copy of the management agreement or power of attorney must be attached.

New Manager/Agent: _____ Effective Date: _____

Address: _____ Phone Number: _____

Owner's Signature: _____ Date: _____

OHA will not be responsible for any late fees or charges due to delays relating to changes received after the 20th of the month.

Housing Assistance Payments will not be transferred to new owners until new owners have been approved. Approval will not be granted without signature above of new owner, documentation of the sale and submission of a W-9.

OHA will not be responsible for providing copies of leases or contracts to new owners.