

Participant FAQ # 2

Section 8 Frequently Asked Questions

How do I set up a move-in inspection?

Fill out the Request for Tenancy Approval (RFTA) form with the owner once s/he has decided to rent to you. The RFTA is the form you were given when you received your Voucher. Please attach a copy of the proposed lease and property tax bill and W-9 from the owner to the RFTA form.

1. **Bring** the RFTA, a copy of your proposed lease, the property tax bill and W-9 of the owner, your Voucher, and your valid government-issued identification to the YCH office at 147 Main St., Woodland, CA 95695 to schedule an inspection.
2. **YCH will call the owner** to let him know when the inspection will be. It's a good idea to call him/her a couple of days before the inspection to make sure the place is ready and the utilities are on.
3. **Please be on time** for your inspection.

Remember, if the unit does not pass inspection YCH must re-inspect the unit before the lease & contract can begin.

When can I move in?

You can move-in after the unit passes inspection and YCH's Housing Assistance Administrator has approved the rent amount on the Housing Assistance Payments (HAP) Contract. If the unit fails inspection, YCH will tell the owner what repairs are needed and will re-inspect the unit again after the work is done.

NOTE: You should not move-in until the unit passes inspection and the owner and YCH have agreed on the rent. **If you move-in before it passes inspection you will have to pay all of the rent until the unit is approved.**