



Landlord / Tenant Information Form

To sign up for direct deposit:

- Complete the enclosed Authorization Form
- Attach a Voided Check/Savings Deposit Slip/Bank Authorization Form
- Complete the enclosed W-9 Form
- Copy of Social Security Card or Tax Identification Number (Landlord only)
- Picture ID (Landlord only)
- Property Description (Landlord only-all properties currently on program)

Please return this form along with all requested information to the address above. We will be communicating with landlords/tenants via fax/email when possible. If you supplied us with your fax/email information check periodically for information from our agency. If you have any questions or need assistance in completing the form(s) please call our office at (985) 748-8474.

Please complete the following information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Tax ID: _____ SS#: _____

Telephone: _____ Cell: _____

Email: _____ Fax: _____