

## **Change of Ownership Instruction Sheet**

**Please complete the change of Ownership form below. The change will be processed as soon as all documentation is received.**

**The following information should be turned in with this form:**

- W-9 Request for Taxpayer Identification Number and Certification**
- Bill of Sale, Deed or explanation of change**
- Direct Deposit form**

**If you need additional assistance please call Autura D. Isabell, Director of Section 8 at (940) 383-1504 or at [a.isabell@dentonhousingauthority.com](mailto:a.isabell@dentonhousingauthority.com).**

**Thank you,  
Denton Housing Authority**

# Denton Housing Authority

## Section 8 Housing Choice Voucher Landlord/Owner Change of Ownership Request

Effective Date of Change: \_\_\_\_\_

Current Name of Landlord/Owner: \_\_\_\_\_

Tax I.D. # or SS #: \_\_\_\_\_

New Landlord/Owner

\_\_\_\_\_

Tax I.D. # or SS #

\_\_\_\_\_

Address

\_\_\_\_\_

\_\_\_\_\_

Contact Phone Number:

\_\_\_\_\_

### **Name and address of tenant(s) this change will affect:**

<b>Name:</b>	<b>Address:</b>
<b>Name:</b>	<b>Address:</b>
<b>Name:</b>	<b>Address:</b>
<b>Name:</b>	<b>Address:</b>
<b>Name:</b>	<b>Address:</b>

Why is ownership of this property changing?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Landlord/Owner

\_\_\_\_\_

**Date:** \_\_\_\_\_

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Section 8  
940/383-1504

Pecan Place  
940/484-9535

Heritage Oaks  
940/383-1506

1225 Wilson St. \* Denton, Texas 76205 \* 940/383-3039 \* Fax 940/383-2035

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