

MANAGING AGENT ROLE REQUEST FORM

A **Managing Agent Role** allows owners and managers who own/manage **more than one** Section 8 property currently under contract with the JCHA to view and access important status information in one consolidated account in the landlord portal.

Name of Managing Agent (*request person*): _____ **Date:** _____

Email Address: _____

Preferred User ID (*choose a username you would like to use*): _____

Please complete the following information:

Property Address: _____

Name of Owner: _____ **SS# or EIN#:** _____

Name of Payee: _____ **SS# or EIN#:** _____

Complete name of Section 8 tenant (s) currently residing in the above unit:

Property Address: _____

Name of Owner: _____ **SS# or EIN#:** _____

Name of Payee: _____ **SS# or EIN#:** _____

Complete name of Section 8 tenant (s) currently residing in the above unit:

Property Address: _____

Name of Owner: _____ **SS# or EIN#:** _____

Name of Payee: _____ **SS# or EIN#:** _____

Complete name of Section 8 tenant (s) currently residing in the above unit:

Property Address: _____

Name of Owner: _____ **SS# or EIN#:** _____

Name of Payee: _____ **SS# or EIN#:** _____

Complete name of Section 8 tenant (s) currently residing in the above unit:

Property Address: _____

Name of Owner: _____ **SS# or EIN#:** _____

Name of Payee: _____ **SS# or EIN#:** _____

Complete name of Section 8 tenant (s) currently residing in the above unit:

Signature: _____ **Date:** _____

FOR JCHA USE ONLY

Processed By: _____ **Date:** _____