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| **BROWARD COUNTY HOUSING AUTHORITY** |
| **PROPERTY PURCHASE / TRANSFER REQUEST FORM** |
| **SECTION 8 PROPERTY** |
| Property Address(s): |
|  |
|  |
| Property Tenant Name(s): |
|  |
|  |
| Previous Owner's Name: |
|  |
| **New Owner Purchase / Transferee Property Information** |
| Name: |
| Social Security Number / FEIN Number: |
| Mailing Address: |
|  |
|  |
| Phone Number: |
| Fax Number: |
| Email Address: |
| **Check Payee Information If Different from New Owner** |
| Name: |
| Social Security Number / FEIN Number: |
| Mailing Address: |
|  |
|  |
| Phone Number: |
| Fax Number: |
| Email Address: |
| **Documents Required With Property / Transfer Request Form** |
| **1.) Copy of Social Security Card / Federal ID Certificate (FEIN Number) of check payee** |
| **a. BCHA does not accept SS-4 and Div. of Corporation Printout** |
| **2.) Copy of Recorded Warranty Deed, or Title Company Letter, or Attorney Letter at Closing** |
| **a. Letters must include Date of Closing, Property Address, Name of Seller(s) / Buyer(s)** |
| **b. BCHA does not accept closing documents** |
| **New Owner's Signature for Request:** |
| **Date:** |
|  |
| **Please submit completed Transfer Request Form to:** |
| **Broward County Housing Authority** |
| **Attention: Finance Department** |
| **4780 North State Road 7** |
| **Lauderdale Lakes, Florida 33319** |
| **Fax: 954-497-3733, email:** [**finance@bchafl.org**](mailto:finance@bchafl.org) |
| Revised 5/14 |