

# BERKELEY HOUSING AUTHORITY

## Request for Extension of Time to Complete Repairs

Date \_\_\_\_\_

Property Address \_\_\_\_\_ Apt # \_\_\_\_\_

Berkeley, CA

Tenant \_\_\_\_\_

The above referenced unit was inspected on \_\_\_\_\_. A reinspection to confirm that all the required repairs have been performed is currently scheduled for \_\_\_\_\_. I am requesting a \_\_\_\_\_-day extension to complete repairs.

- Contractor/repair person(s) not currently available
- Unable to make repairs in current weather conditions (i.e. heavy rains)
- Major repair; need time to identify funds
- Tenant has not allowed access to unit for repairs after being given proper notice. I am taking appropriate actions under the lease
- Other \_\_\_\_\_  
\_\_\_\_\_

Owner: \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Form may be faxed to (510) 981-5480 or emailed to [bha@ci.berkeley.ca.us](mailto:bha@ci.berkeley.ca.us)**

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### FOR BHA USE ONLY

- Approved. The property will be reinspected on \_\_\_\_\_
- Denied. The Housing Assistance Payment Contract (HAP) will go into abatement effective \_\_\_\_\_ and the rental subsidy will be forfeited. If repairs are not completed and inspected by \_\_\_\_\_ the contract will be terminated.

\_\_\_\_\_  
BHA Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date to Owner