



---

Serving elderly, disabled & low income citizens of  
Bristol and Sullivan County, Tennessee  
P.O. Box 1515 • Bristol, TN 37621-1515

## **WHAT MUST VOUCHER HOLDERS REPORT TO BRISTOL HOUSING?**

**All Voucher Holders Must Report the Following Items to their Bristol Housing Voucher Specialist in Writing within 10 days of the event:**

- New income
- A Loss of Income
- A Reduction in Income
- An Increase in Income
  
- New Family Members
- Family Members Leaving the Home
  
- Repairs Needed at the Unit – After the Landlord has Reasonable time to make repairs
- Telephone Number Changes
  
- Changes to Utilities – Example: Tenant is now responsible for paying for the water at the unit
- Changes to Appliances – Example: Owner Refrigerator Removed and Tenant now Furnishes the Refrigerator

- Eviction Notices Received