



Serving elderly, disabled & low income citizens of
Bristol and Sullivan County, Tennessee
204 Bluff City Hwy. • Bristol, TN 37620-4215

WHAT VOUCHER HOLDERS MUST REPORT TO BRISTOL HOUSING

All Voucher Holders Must Report the Following Items to their Bristol Housing HCV Case Worker 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 the water at the unit
- Changes to Appliances – Example: Refrigerator supplied by Owner is Removed and Tenant now Furnishes the Refrigerator
- Eviction Notices