



Housing Authority of the City of Perth Amboy

PORTABILITY PROCEDURES

Step 1: Notify your current Housing Authority that you would like to move to Perth Amboy, New Jersey

When your (initial Housing Authority or IHA) receives a written request from you that you would like to move to our jurisdiction, the initial Housing Authority must mail the Portability Packet to the following address:

HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY
881 AMBOY AVENUE
P.O. BOX 390
PERTH AMBOY, N.J. 08862-0390

ATTENTION: MS. ESTHER WOLMERS
SECTION 8 PROGRAM ASSISTANT
PORTABILITY SPECIALIST

Or email to: ewolmers@perthamboyha.org

Or FAX: 732-826-3111

Step 2: When this agency (receiving Agency) receives the portability packet Ms. Wolmers will then contact you by mail or email (if provided) with a scheduled appointment.

Upon receiving scheduled appointment, you must bring the following items to your interview:

- (1) Current valid photo identification for all adults, 18 years and over
- (2) Original Birth certificates for everyone in the household
- (3) Original Social Security cards for everyone in the household
- (4) Proof of any and all income in the household
- (5) Assets-(3 months' statements of Savings, and/or Checking) Certificate of deposit(CDs), Stocks, Bonds, Life Insurance policies that have a cash value, real property, pension funds, IRA
- (6) Packet mailed with the scheduled appointment letter signed, dated by all adult family members

ALL adults 18 years and over listed in the household composition must attend the interview.

Step 3:

Interview & issuance of Voucher

Step 4: searching according to Voucher size and **OUR** Payment Standards

PLEASE NOTE:

The HOUSING AUTHORITY OF THE CITY OF PERTH AMBOY is NOT ABSORBING INCOMING VOUCHERS. This Agency will bill your initial Housing Agency according to regulations once the family has been leased up.

Best of Luck!

Hilda Cardona

Section 8 Program Director

Housing Authority of the City of Perth Amboy
881 Amboy Avenue
Perth Amboy, N.J. 08862-0390

732-826-3110 ext 614
732-826-3111 fax