



DEPARTMENT OF SOCIAL SERVICES-
ECONOMIC SECURITY
OFFICE OF TEMPORARY ASSISTANCE

421 MONTGOMERY STREET – 3RD FLOOR
SYRACUSE, NEW YORK 13202-2959

JOANNE MAHONEY
COUNTY EXECUTIVE

SARAH MERRICK
COMMISSIONER

NOTICE OF SHELTER PAYMENT STATUS

TO:

RE:

Dear Sir / Madam:

This is to notify you that on behalf of the above named tenant:

No other payments are authorized. If other transactions are made to this case involving payment to you, a separate notice will be sent. The Department will attempt to notify you timely of any cancellation, but failure to provide you notice does not impose liability on the Department

ADDITIONAL NOTICE TO LANDLORD

1. **If you don't understand the above information, you may contact the worker listed below. However,** due to strict policy on client confidentiality, the tenant's Temporary Assistance Worker cannot provide you with specific information why direct rent payments are stopped or changed. You must contact your tenant for that information.
2. Some common reasons why direct rent payments are stopped or changed:
 - a) The recipient is no longer eligible for Temporary Assistance.
 - b) The recipient becomes employed or has a new source of income, causing the TA grant to change, thus a change in the shelter amount paid.
 - c) The recipient requests the agency to stop the rent paid to the landlord.
 - d) The recipient moves.
 - e) Code violations are imposed on the property.
3. Onondaga County DSS-ES require recipient's rent obligations are paid directly to the landlord or property owner. Payment to the landlord or property owner will not exceed the TA benefit amount the recipient is eligible for.
4. The recipient can cancel the voucher with 30 days notice to the agency. The agency may waive the thirty day requirement if:
 - a) The recipient faces a loss of housing due to eviction.
 - b) A health or safety situation exists.
 - c) Subsidized or public housing with a lower rent is immediately available to the client.
 - d) The current landlord gives written agreement to end the voucher.
5. Monthly rent payments are released to Landlords/Property owners by the tenth day of that month.

For more information on Renting to Temporary Assistance Recipients go to www.ongov.net

Click on Departments // Click on the link to Social Services-Economic Security, select Temporary Assistance

-OR-

go to <http://www.ongov.net/dss/temporaryAssistance.html>

Respectfully, Temporary Assistance Representative (315) 435-2700

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SEE REVERSE SIDE FOR OPENING DIRECTIONS

- PLEASE READ THIS NOTICE -

**THIS MAILER CONTAINS VERY IMPORTANT SHELTER PAYMENT INFORMATION THAT YOU SHOULD BE
AWARE OF IMMEDIATELY.**
