

Attention to New Landlords with The Housing Choice Voucher Program

Required Direct Deposit for HAP Payments

The Cuyahoga Metropolitan Housing Authority (CMHA) Housing Choice Voucher Program (HCVP) has offered the convenience of direct deposit for Housing Assistance Payments (HAP) for several years. This method of payment not only eliminates the need to visit a bank, it is also a quick and safe method for receiving HAP.

Based on the proven reliability provided by direct deposit, the HCVP will only distribute HAP by direct deposit to NEW VENDORS and AGENTS

HAP payments by check will not be issued.

To set up your direct deposit payment, you need only complete a form and provide account verification.

Be sure to complete the form as directed, and to avoid delays, include a copy of one of your checks that shows your name or company name. If you choose a savings account, please provide a document from your bank that connects your name to the account name.

Include the 9-digit bank routing/ABA number and your account number.

The form is available at HCVP offices, or can be downloaded from the CMHA web site. Go to www.cmha.net, click on the "Housing Choice Voucher Program" and look under "Forms and Publications" for the "Automatic HAP Deposit" form.

You can return the form by U.S. mail to HCVP Finance Department, 3400 Hamilton Avenue, Cleveland, OH 44114, or fax it to 216.432.3971.

The documents can also be scanned and submitted by e-mail to the Landlord Portal address: *landlordportal@cmha.net*