



The Aurora Housing Authority™

## The *Ins* and *Outs* of Porting into The Aurora Housing Authority

AHA will be the initial PHA for families that port into our jurisdiction.

Starting the Process:

To begin, the current Housing Authority must send the voucher holder's file to AHA with the following information:

- Form HUD-52665
- Copies of income verification forms
- Copy of the voucher
- Copies of family composition documents
- Copy of the most recent Form HUD-50058
- Voucher holder contact information

The AHA will contact the voucher holder within **10-14 days** after receiving the complete file.

Please ensure that the current Housing Authority sends the most up-to-date information.

AHA will not make any changes to the voucher holder's income or family composition until after lease up. When porting into the AHA, the voucher holder is required to first attend an interview and briefing to receive the voucher and all the required paperwork to lease up a unit in the City of Aurora IL.

### **AHA Rules and Regulations**

Please read below to ensure efficient processing of all Participants moving to Aurora under portability:

- Voucher must have at least 60 days remaining before expiration
- Voucher Holder must attend an HCV Program Briefing prior to receiving a AHA voucher
- Participants have re-examinations every year

Once the Voucher Holder signs a lease and a HAP Contract is executed, AHA will notify the initial PHA.

Submit documents to:  
AHA Housing Choice Voucher Program  
1449 Jericho Circle Aurora, IL 60605  
Fax: (630) 701-9974

Email to Tracey Robinson at [traceyrobinson@auroraha.org](mailto:traceyrobinson@auroraha.org)