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POLICY QUOTE

POLICY UPDATE SERVICE

The policy update service is available for PHA's who've purchased a policy from HCRD within a two year period. It will provide an annual update to those policies if required during the 12 month period.

I will need your most recent electronic version of your policy to update, as you may have made changes that I am not aware of and I want to make sure that I include any additions/deletions since my last version.

I, _____ of _____ PHA,
hereby accept the quote of \$600.00 for the annual policy update service. I understand that our Admission and Occupancy Policy and/or our Administrative Plan (circle one only) will be updated once a year to include all available/required changes that have taken place in that time period.

Executive Director

Date