



SAN DIEGO
HOUSING
COMMISSION

August 12, 2018

Rental Assistance Department

Sample Test

1234 Test St
San Diego CA 92122

RE: WAIT LIST UPDATE REQUIRED BY August 1, 2021

Dear Rental Assistance Applicant:

The San Diego Housing Commission is required to update its Rental Assistance Wait List in order to obtain an accurate inventory of the number of individuals and families waiting for rental assistance.

If you wish to remain on any of our Rental Assistance Wait List(s), with your original application date and time, you **MUST** update your application on-line at www.sdhc.org

Instructions to log in:

1. Go to www.sdhc.org to access the Wait List Portal.
2. Enter your username and password to access your file. If you have not created a username or password, please use the SSN search function to find your application.
3. Once logged in, click on 'Yes, I would like to remain on the wait list' button.
4. If you have other changes, click view/update to make changes. If you do not have other changes, log out.

If you do not update your application on-line by **Sun Aug 01 15:51:50 GMT 2021**, your wait list application will be automatically removed from all wait lists.

Reasonable Accommodation:

If you are unable to update your application online due to a disability, you may ask for an exception to this policy as a reasonable accommodation.

We thank you for your cooperation

Commission 1122 Broadway, Suite 300 San Diego, CA