



# DECEMBER

## *Hours of Operation*

- ♦ The Menard County Housing Authority office will be closed December 24th, December 25th, and January 1st.
- ♦ The Give & Take Thrift Shop will be open December 19th, January 9th, and January 23rd WEATHER PERMITTING. The shop will be closed if there is snow, ice, or bitter cold as all shopping will remain outdoors with masks required.

**The staff at MCHA wishes you a very happy holiday season!**



## *Attention County Estates/ Prairie Place residents also on*

### *Section 8:*

Effective immediately, you will begin receiving your development and Section 8 recert information together. Your recert for tenancy will be a paper packet while your recert for subsidy will have instructions to complete online.





## *Pet Updates*

**All tenants** are required to provide Casey with notice of any pets in your household. Notices will need to include type of animal and breed, current vaccinations, and proof of spay/neuter and can be emailed to Casey at [cblakeley@ccdchousing.org](mailto:cblakeley@ccdchousing.org). **EVERYONE** must send this information so he can get a current updated database of which tenants have pets living in their units. Please respond with this information prior to January 15th. Remember, it is a lease violation to have unreported pets in your unit. After January 15th, any tenant who has an unreported pet will receive a lease violation that could lead to termination. If you prefer to drop off the information in our dropbox, that is fine as well. Please put a note with the pet information and photocopies of the vet records in an envelope with your name and "PET" written on the envelope. Should you have any questions, please email or text Casey at 217-610-8117.



**Menard County Housing Authority**

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**217-632-7723**

**Fax: 217-632-7255**

**S8 Fax: 217-632-7511**

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