

## INFORMAL HEARING FACT SHEET

An informal hearing is the Housing Authority's procedure for hearing a participant when the participant does not agree with a determination to terminate their participation on the Section 8 Housing Choice Voucher Program.

If you receive a termination notice, you must request an informal hearing in writing within 10 business days. The Section 8 office will mail you a hearing date and time to appear at the office hearing room. Appointments are scheduled according to the availability of the Hearing Officer.

An informal hearing is not required when:

- ORHA determines not to approve an extension or suspension of a voucher term
- ORHA determines not to approve a unit or leaves
- ORHA determines that an assisted unit is not in compliance with HQS (However, ORHA will provide the opportunity for an informal hearing for a decision to terminate assistance for a breach of the HQS caused by the family.)
- ORHA determines that the unit is not in accordance with HQS because of family size
- ORHA determines to exercise or not exercise any right or remedy against the owner under a HAP contract.

In the cases described in items 1 and 2, the family may ask for an explanation of the basis of ORHA's determination, and if the family does not agree with the determination, the family may request an informal hearing in writing.

The termination notice and the letter of appointment will provide you with detailed information regarding:

- Family opportunity to examine before the hearing any ORHA documents that are directly relevant to the hearing.
- Family right to copy, at the family expense of any such document(s).
- ORHA will be given the opportunity to examine, at the ORHA office before the hearing, any family documents that are directly relevant to the hearing.
- ORHA will be allowed to copy any such document(s). If the family does not make the document(s) available for examination on request of ORHA, the family may not rely on the document(s) at the hearing.

A lawyer or other representative may represent the family at the family's own expense.