



HOUSING AUTHORITY OF FLORENCE

400 EAST PINE STREET, FLORENCE, SOUTH CAROLINA 29506

TELEPHONE (843)669-4163 FAX NUMBER (843) 679-2626

CLAMENTINE V. ELMORE – EXECUTIVE DIRECTOR

To: Residents

From: Clamentine V. Elmore, Executive Director

Date: March 19, 2020

Re: Coronavirus UPDATED

Housing Authority of Florence is committed to do everything we can to ensure the health and well-being of our residents. We want to keep you informed about the Housing Authority of Florence response to the coronavirus known as COVID19. We are taking extra measures, including frequent sanitation of common areas in the Housing Authority of Florence's buildings and are asking residents to call or email rather than visit our offices in person.

All recertification paperwork will be processed by phone, mail, email and/or fax. Please return all completed paperwork and return required documents by placing them in an envelope and dropping them in the drop box at your management office.

If you are having any work done in your unit at this time and feel uncomfortable with the contractor in your unit, you can request that the contractor be removed and work be postponed.

We strongly ask that you continue to pay your rent in a timely manner by phone (888) 524-5424 or online (<https://tdbank.billeriq.com/ebpp/HOAFLORENCE/>). We understand many of you may face challenges in paying rent during these difficult times. Please contact your property manager right away if you are experiencing changes in income or family composition interim change.

We appreciate your patience in this matter and if you have any further concerns or comments, please contact your manager at (843) 669-4163.