



# HOUSING AUTHORITY OF JACKSON COUNTY

2251 TABLE ROCK MEDFORD OR 97501  
PH/TDD (541) 779-5785 FAX (541) 857-1118

## HEARING REQUEST

Caseworker: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

I would like to request a hearing for the following reason(s):

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### HEARING PROCEDURES:

The Informal Hearing will be held at our office 2251 Table Rock Road – Medford OR

1. You will be contacted by our office to schedule your hearing.
2. Please come prepared to explain the reason (s) you dispute this decision.
3. If you feel you need help explaining your situation to the Hearings Officer, you may bring someone who could help.
4. You may have legal counsel at your own expense and they can be present at your hearing.
5. If you wish to examine any Housing Authority’s documents, which directly relate to the hearing, you may do so any time prior to your hearing by appointment.
6. If you do not show for your hearing, or are more than 15 minutes late, the Hearings Officer will uphold the Housing Authorities determination.
7. If you are unable to attend the scheduled date, contact Charlene Peak at Ext. 1010 to reschedule.