

Section 8 Rental Assistance Program

Services Available without Visiting the Housing Office

The City of Carlsbad has temporarily suspended all in-person services in response to the [San Diego County public health order](#) to slow the spread of COVID-19. During this time, Housing Services staff will modify how we deliver our Section 8 Rental Assistance services. Fortunately, many of our services can be provided on-line, by email, or over the phone. Until further notice, the following practices will be followed:

- **Annual Inspections** - All annual inspections will be cancelled effective March 16 and until further notice.
- **Emergency Inspections** – if you have a need for an emergency inspection for life threatening deficiencies, contact your Housing Specialist immediately by phone if you believe there is a problem in your unit that requires an emergency inspection. If you leave a voice mail, be specific as to the item or items that are of concern so that your call can be prioritized.
- **Initial Inspections** – Initial inspections will be conducted if the unit is vacant, and the door is unlocked.
- **Annual Recertifications**- Documents can be sent by US Mail or placed in the drop box outside of the Housing office.
- **Interim Recertifications** – If you have an income or household change, please print the Change Report form on the website, complete it and mail, fax, or e-mail it to your Housing Representative. You may also contact your Housing Specialist by phone to request that the form be mailed to you. **Please be sure that all forms requiring signatures have been signed.**
- **Moving to a New Unit** – Contact your assigned Housing Specialist by phone, e-mail or mail.
- **Waiting List** – Questions from applicants regarding the waiting list can be submitted in writing, by e-mail or by phone by contacting 760-434-2911. You may request that a Waiting List Update form be mailed to you by calling 760-434-2911, e-mailing Lindsay.durmer@carlsbadca.gov or writing to us at the address below.
- **General Questions from Program Participants with an Active Voucher** – Please call, mail or e-mail your Housing Representative.
- **Applicants Porting In** - please contact Lindsay Durmer at 760-434-2911 or Lindsay.Durmer@carlsbadca.gov by email at or mail at the address below.
- **Housing Assistance Payments** – will be made as usual. We do not anticipate any payment interruptions.

Mailing Address:

Carlsbad Housing Division
1200 Carlsbad Village Drive
Carlsbad, CA 92008

Housing Dropbox:

1200 Carlsbad Village Drive
Carlsbad, CA 92008

Housing FAX: 760-720-2037