

**CLINTON COUNTY HOUSING AUTHORITY  
POLICIES**

**REPAYMENT AGREEMENT**

The Clinton County Housing Authority (CCHA) recognizes that unexpected expenses may cause a tenant temporary financial hardship. For those tenants that adequately demonstrate this type of financial hardship, CCHA may offer to accept regular monthly partial payments in lieu of payment in full in accordance with these guidelines:

1. Executive Director (or designee) shall approve all requests.
2. Tenant shall be responsible to provide sufficient evidence supporting the claim of financial hardship.
3. Tenant may have no more than one active Repayment Agreement.
4. Repayment terms may not exceed six (6) months.
5. No interest shall be charged on any Repayment Agreement.
6. Monthly payment amount and due date shall be plainly stated on each Repayment Agreement. By signing the agreement, tenant agrees to these terms.
7. No additional notices pertaining to Repayment Agreements shall be required to be sent to tenant.
8. Tenant shall be considered in default if:
  - a. A payment amount is received beyond the scheduled day due; or,
  - b. Any other amount due on the tenant account is not paid current.
9. If tenant is in default:
  - a. The Repayment Agreement shall be cancelled without notice.
  - b. The remaining balance shall become immediately due and payable.
10. A tenant who defaults shall be denied future Repayment Agreement requests.

Once a Repayment Agreement is approved, tenant must complete a “Budget & Planning” session with the Tenant Initiatives Coordinator within thirty (30) days. Tenant shall be considered in default for failure to complete this session in a timely manner.

Extraordinary circumstances shall be considered on a case-by-case basis.