



Town of Eastchester  
 Housing Choice Voucher Program  
 40 Mill Road, Room 202  
 Eastchester, NY 10709



Change to original Pre-Application Request

Date: \_\_\_\_\_ Application ID# \_\_\_\_\_

Applicant Name: \_\_\_\_\_  
 (as it appears on application on file)

Address on application: \_\_\_\_\_  
 \_\_\_\_\_

I would like to change/update the following: (please check all that apply)

\_\_\_ Address: (New address) \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_ Phone/Email: (new to be listed) \_\_\_\_\_

\_\_\_ Add/Remove Household member:

Name: \_\_\_\_\_ Date of birth \_\_\_\_\_

Name: \_\_\_\_\_ Date of birth \_\_\_\_\_

This form must be submitted for any changes to your Pre-Application already submitted for the Waiting List. If your address has changed to our preference area\*, please submit required documentation (ie: Lease and two (2) utility bills; letter from employer for work preference).

You may submit your form via First Class Mail, Fax, Email or in person during business hours Monday through Friday 8:30am to 4:30pm (except holidays).

You will receive confirmation of any change to your Pre-Application in writing within 2-4 weeks of change.

Please remember that it is your responsibility to update any change of address to ensure you receive your mail from this office. By submitted this form, you are only making changes to your Pre-Application filed with the Town of Eastchester Housing Choice Voucher Program. Any return mail or mail that is sent to you but we do not receive a response in return may remove your Pre-Application from the Waiting List.

***The Town of Eastchester Housing Choice Voucher Program is separate from any other Public Housing Agency. Any Pre-Application Forms and changes to any original forms submitted to this office must be that of the Town of Eastchester Housing Choice Voucher Program. No other agency's forms will be accepted. We will not update your Application with any other Housing Agency.***