



Landlord /Owner- Update Contact Information

DHC requires updates to address, phone and email address to be submitted within 30 days of occurrence.

This form will not be accepted to report changes in management or ownership.

You may update Landlord information quickly via the DHC Landlord portal at www.dhcmi.org

To register, contact Rentcafe@dhcmi.org. DHC requires email on file to register

Please complete the below information and return by email: updatecontactinfo@dhcmi.org

OR fax to 313-392-9254 Attn:Finance Tech

Current Information on file - (Print clearly)

Owner's Name _____ Social Security No.: xxx - xx - _____

Company Name (If Applicable) _____ Tax ID # _____ - _____

Address _____ City _____ State _____ Zip _____

Main Telephone No. (_____) _____ Alternate No. (_____) _____

E-Mail address: _____

Contact Person _____ Title _____

New/ Updated Information (Print Clearly) Copy of picture ID of signer is required with submission

Owner's Name _____ Social Security No.:XXX - XX - _____

Company Name (If Applicable) _____ Tax ID # _____ - _____

Address _____ City _____ State _____ Zip _____

Main Telephone No. (_____) _____ Alternate No. (_____) _____

E-Mail address: _____ (Email is required for Landlord Portal Registration)

Contact Person _____ Title _____

Submitted by: _____ Title _____

Signature _____ Date _____

Office Use Only:

Staff signature

Date Processed

DHC will provide a reasonable accommodation to a qualified individual with a disability by providing modifications, alterations or adaptation in policy, procedures, practices. Please advise us if you require a reasonable accommodation

"Equal Housing Opportunity"

