



HCD Communication Designee Form

Purpose: Primary Applicants may designate a third party, known as a Communication Designee, to obtain information about their program status in person, by phone, by email, and by mail. **However, Communication Designees are not authorized to make any decision on behalf of the Primary Applicant, or to sign the grant acknowledgment or any other program documents or affidavits on behalf of the Primary Applicant unless they also hold a valid Power of Attorney.** If an individual currently holds Power of Attorney for a Primary Applicant, that POA does not need to complete this form. Instead, they should provide the Program with the executed Power of Attorney document.

Instructions: The Primary Applicant and Communication Designees should provide their full legal names, addresses, and phone numbers (with area codes). To be valid, this form must be signed and dated by both the Primary Applicant and Communication Designee. A separate form must be completed for each Communication Designee, i.e., multiple Communication Designees may not be authorized in a single form.

Warning: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States government.

I hereby certify and affirm that I, _____, am an owner of the damaged property located at: _____.

I do hereby authorize _____ to be my Communication Designee in connection with the ReCoverCA Housing Program Case ID _____.

In addition to providing the Case ID, the following code word will be used to ensure the identity of the Communication Designee: _____

Designee's address is: _____

Daytime phone number is: _____

This Communication Designee assignment will be valid until I indicate otherwise to the ReCoverCA Housing Program in writing.

Primary Applicant Signature

Communication Designee Signature

Primary Applicant Printed Name

Communication Designee Printed Name

Signed ____ day of _____, 20____.

Signed ____ day of _____, 20____.

ReCoverCA is a program of the California Department of Housing and Community
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