



Housing Authority of the Sac and Fox Nation

201 N. Harrison • P.O. Box 1252 • Shawnee, OK 74801 • Ph (800)831-7515 • (405)275-8200 • Fax (405)275-8203

March 18, 2020

Dear HASFN Tenants:

The Housing Authority of the Sac and Fox Nation is committed to doing everything we can to ensure the health and safety of our tenants and staff during this pandemic. HASFN will continue to follow all directives from the recent guidelines from the National Centers for Disease Control and public health officials. Monday morning, March 16, 2020, the President presented new guidelines on COVID-19. The public interaction was strongly stated that any contact, even on a small scale, presents a significant public health risk.

For your protection, HASFN has made some adjustments to our operations which will be effective, **Wednesday, March 18, 2020, at 8:00 a.m.** until further notice. HASFN will continue operating on normal hours, 8:00 a.m. – 4:30 p.m. HASFN remains fully committed to serving HASFN tenants, and are making services available by phone, email, and our website, www.sacandfoxha.com. HASFN staff has been reduced to a limited number of employees. Each department will have a manager on-site to answer questions and provide services. We do ask that you continue to call or email rather than visit our offices in person. If you do need to visit, we ask that you adhere to the social distancing and safety recommendations set forth by the CDC and public health officials.

We do ask that you follow the actions below to help keep you and the staff safe.

1. **Rent payments will continue to be due on the 1st of each month. Rent payments should be made by phone calls, mail, drive-thru window, or the drop-box. HASFN has waived the March and April late fees.**
2. **We understand many of you may face challenges with possible job furlough or a decrease in income that may affect your ability to pay rent. I ask that you contact the Housing Manager, George Yesslith, by phone, 405.275.8200 or email, GYesslith@hasfn.net.**
3. **HASFN will ONLY complete work orders by emergency and urgency until further notice and will respond to other requests by priority. Please follow the normal process of contacting HASFN to submit a work order.**
4. **Inspections from Wednesday, March 18th to April 6th have been postponed and will be rescheduled until further notice. A letter will be sent to you at least 10 days before your rescheduled inspection.**

These are challenging times, but we are here for you. I wish you all the best and strongly urge you to follow public health directives and social distancing. We will keep you updated on HASFN services during this unprecedented public health crisis. If you have any questions, please call 405.275.8200.

Take Care,


Elsie Little
Executive Director