

## **FCCHA Coronavirus Closure Notice**

The FCCHA Office lobby is closed to the public until further notice. FCCHA office and maintenance staff continue to provide services to our residents and visitors during regular business hours.

Our office hours are: **Monday – Friday / 8:00 a.m. – 4:30 p.m.**

**Telephone: (931) 967-0344                      TTY# 711**  
**Fax:                      (931) 967-4451**

U.S. Mail Address: **FCCHA, P.O. Box 502, Winchester, TN 37398**

Electronic rental payments and applications for housing assistance may be completed via the FCCHA website. For residents or applicants who wish to bring payments or documents to our Main office, they may be deposited via a mail slot (*drop*) located in the front door at the following address:

**136 Ross Lane, Winchester, TN 37398**

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Some measures, but not all, that are being implemented to help protect the health of FCCHA residents and employees are:

- Rent payments are accepted via U.S. mail, online, or those dropped into the mail slot at the FCCHA office.
- Work orders are being completed provided the resident maintains social distancing guidelines during the work order repair.
- Housekeeping inspections are being conducted quarterly unless resident provides proof of COVID-19 positive test results, in which case, the inspection will be rescheduled.
- Pest control services are being provided monthly. If the resident has a valid health concern and does not want treatment, the office must be notified prior to the scheduled pest control treatment date.