



1000 Carthage Street | Sanford, NC 27330  
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[www.sha-nc.org](http://www.sha-nc.org)

## **Offices of the Sanford Housing Authority Remain Closed to the Public Due to the COVID-19**

### **August 27, 2020**

With the COVID-19 pandemic, the Sanford Housing Authority is taking steps to ensure the safety and well-being of its residents, partners, and employees.

As previously announced the SHA Central Office and all ancillary property management offices closed to the public March 16, 2020.

Routine maintenance work orders will be completed when the offices re-open to the public. If residents have an emergency work order, they should contact the following:

**Housing Clerk (to request work orders): 919-897-5030**  
**After hour's emergency maintenance: 919-770-3442**

Emergency Work Orders Include:

- Major plumbing leaks or flooding, waterlogged ceiling or floor in imminent danger of falling
- Natural gas leak
- An electrical problem that could result in in shock or fire
- Utilities not in service (non-weather related), including no running hot water
- Absence of a functioning toilet
- Any condition that jeopardizes the security of the unit (broken window, door, lock, etc.)
- Absence of heat in entire unit (September 30 - May 1)
- Absence of air conditioning (April 30 - October 1)

Should you experience a maintenance emergency as listed above, a contractor will be dispatched to your home at which time you or someone with your permission 18 years of age or older will need to be present.

We encourage all clients to take responsibility for themselves and their families, just as we have advised our employees. Please follow any instructions issued by the Center for Disease Control and the Public Health Departments.

Should you have questions, please call your associated management office at the numbers listed below.

**Linden Heights, Utley Plaza, Foushee Heights Residents: 919-776-2263**  
**Matthews Court, Garden Street, Gilmore Terrace Residents: 919-718-0422**  
**Stewart Manor, Harris Court Residents: 919-776-1201**

Shannon Judd  
CEO  
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