

1. Go to <https://www.haca.net/downloads/forms-landlords/>
2. Click on Direct Deposit Enrollment Form.pdf to download the form

<https://www.haca.net/downloads/forms-landlords/>



Applicants ▾

Participants ▾

Landlords ▾

Business  
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## General

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## Quick Links

Commonly used forms

## Forms

HACA Signing Bonus Program Guidelines and Owner Acknowledgement

[HACA-SigningBonus.pdf](#)

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Property Listing Form

[property listing form.44.pdf](#)

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Request for Stop Payment-Replacement Check

[requestforstoppaymentreplacementcheck1.pdf](#)

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Request for Tax Payer

[W9TAXPAYER.pdf](#)

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Direct Deposit Enrollment Form

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Owner Change Form

[OwnerChangeForm.pdf](#)

Details

Download

3. Fill out the 2-page enrollment form and attach a voided check (for a checking account) or a savings withdrawal slip (for a savings account). If you don't have a voided check or a savings withdrawal slip, please obtain a letter from your bank that states your account number and the bank's routing number.
4. E-mail the complete form and voided check copy to [directdeposit@haca.net](mailto:directdeposit@haca.net) or you can mail it to:  
HACA  
Attn: Accounting  
22941 Atherton Street  
Hayward, CA 94541

**FOR NEW LANDLORDS ONLY: Please include the W-9 packet with the direct deposit enrollment form.**

\*Please note it might take 4 weeks to set up direct deposit. You can call 510-538-8876 to check on the status of your request.

5. Sign up for our landlord portal to view payment details. Go to <https://www.haca.net/> and click on Landlord Partner Access under Landlords. Please contact [portalhelp@haca.net](mailto:portalhelp@haca.net) to get your registration key.