



Community Development Corporation

1488 NE Alberta St. Portland, OR, 97211

www.sabincdc.us • (503) 287-3496

As COVID-19 (Coronavirus) is affecting all of us in various ways, we would like to remind you that one easy step you can take to reduce is of contracting or spreading the virus is to utilize the pre-stamped envelopes Sabin posted on your door. We kindly ask that you utilize these envelopes to limit the exposure to fellow residents and staff. You can still place your rent in the mail slot in the door of the office if that works better for you.

Per the directive from Mayor Ted Wheeler and County Commission Chair Deborah Kafoury, if you have been impacted financially (Example: Job shut down, reduced work hours, missed work without pay for child care or unable to work because of a sickness from Coronavirus) and are unable to pay or only able to pay part of your monthly rent, you may be eligible for a repayment plan. We ask that you contact Sabin CDC as soon as possible and before the 1st of April. You will be required to provide documentation of the impact (notices from your employer, service provider, or doctor). After further review, we will guide you towards the next steps.

It is very easy to be influenced by uncertain messages floating around news outlets and social media, please be clear the Mayor and the County Chair are telling you to pay your rent if you can. Please don't get into a situation of not paying rent if you're able to do so. **When this pandemic is over, you will be faced with the potential of losing your housing due to your undocumented reduction of income, and we do not want to see that happen.**

Please note that Sabin CDC staff who can are working from home, and the office is closed to the public due to the Governor's directive, so we are asking you to call **(503) 287-3496 Ext 109** and talk with Charlotte or email her at staff@sabincdc.us to let us know of your loss of income.

Thank you,

Sabin CDC Staff