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Roberts, Johnrobertsj@aging.sc.gov  
**Date:** 11/10/2014 4:54:04 PM  
**Subject:** Rental Assistance Productivity

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**Worked:**

Betty Stover  
Ann Primus  
James Graham

**Contacted:**

Jessie Ashford – Faxing over copy of 147C form

Stella Crouch – Couldn't leave message will call back 8:45, called back 10:01am, landlord called back, advised of vendor black, wants snap shot of blocked message, sent 10:41am, working most of the am

Loretta Balls – Called to fax over Verification form

Delia Baker – Called for additional documents

Leroy Green – Called to check status, advised all information was not in, and advised of message that was left, will call landlord back

Alecia Sligh-Clark – checked status of application, advised is being processed, called to advised landlord

Norman Perry – Sent W-9 by email to complete application

Lula Miller – Check status of application

Kairun Shabdeen – Called for additional information

Clemente Roberts – Asked information on program

Millie Brown – Called for additional information

Angela Bishop – Sent ERA application by email

James Graham – Landlord called to make sure all needed documents were in

**Mailed:**

Jessie Wells