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Kester, Tonykester@aging.sc.gov

Grant, Pamelagrntp@aging.sc.gov

Date: 11/3/2014 4:55:22 PM

Subject: Rental Assistance Productivity

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Worked:

Alice Alexander

Zena Thompson

Virgina Johnson

Robert Rodriguez

Patrick Wilson

Contacted:

Lougenia Hill- Walk-in printed copied, discussed what's owed and spoke with landlord

Betsy Clyburn- Called for application

Patrick Wilson – Needs application sent

Nathaniel Thompson – Stated will be sending in application

Sara Smith – Landlord called to check status

Zena Thompson – Walk-in (twice), assisted with SCE&G and rental

Patrick Wilson – Walk-in, assisted with making copies for rental assistance

Vincent Richardson – Walk-in, landlord verifying payment

Robert Rodriguez – Called Landlord for lease, faxed over

Eddie Grant – Called to verify living status

Patrick Wilson – Verify balance and sent email

Millie Brown – Son called to check status, verified processed

Placed on transmittal:

Entered on Spreadsheet:

Filed:

Mailed:

