



# Utah Weatherization Program Notice

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Effective Date 5 January 2012

UWPN 12-1

**Subject:** Client File Requirement Change

**Basis:** Program Amendment

**Purpose:** With the changes in requirements of local utilities for account information release the State of Utah Weatherization Assistance Program will no longer be requiring billing history releases to be in a client file. If the local agencies so choose they may continue to collect this documentation at their discretion.

**Scope:** This notice will affect all future client files and any client files the local agency currently has. This is to include pending application approval, in production, and completions that do not currently have this information.

**Responsibilities:**

Local Agencies – None

State WAP Staff – Amend the State Guidelines

- Delete Section C1 ¶1 bullet 7

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