



# Baseline transmission confirmation form

The purpose of this form is to notify EPS, Inc. that you have transmitted your baseline TRACS files to EPS. The form helps us identify if there are problems with the TRACSMail addresses being used to transmit the information.

Property Name  
(as it appears on your HAP Voucher)

\_\_\_\_\_

HUD Section 8 Contract Number HI \_\_\_\_\_

TRACSMail ID TRACM \_\_\_\_\_

Date files transmitted \_\_\_/\_\_\_/\_\_\_ For Voucher Month \_\_\_/\_\_\_\_\_ (6/2021, for example)

## TRACS Contact Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

TRACS Software: \_\_\_\_\_  
(Classic, RealPage, MRI, etc.)

**Return to EPS, Inc. by email immediately after transmitting your baseline files.**

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