

# Tenant Income Certification

(MM/DD/YYYY)
Effective Date: _____
Move-in Date: _____

Initial Certification    
  Recertification    
  Other: \_\_\_\_\_

## Part I - Development Data

Property Name: \_\_\_\_\_ County: \_\_\_\_\_ Agency ID# \_\_\_\_\_ ID# \_\_\_\_\_  
 Address: \_\_\_\_\_ Unit Number: \_\_\_\_\_ # of Bedrooms: \_\_\_\_\_

## Part II - Household Composition

HH Mbr #	Last Name	First Name	Middle Initial	Relationship to Head of Household	Date of Birth (MM/DD/YYYY)	Last 4 digits of SS#	Race	Ethnicity	Disabled
1				HEAD					
2									
3									
4									
5									
6									
7									

## Part III - Gross Annual Income (Use Annual Amounts)

HH Mbr #	(A) Employment or Wages	(B) Soc. Security/Pensions	(C) Public Assistance	(D) Other Income
<b>Totals</b>				

Add totals from (A) through (D), above TOTAL INCOME (E): \_\_\_\_\_

## Part IV - Income From Assets

HH Mbr #	(F) Type of Asset	(G) C/I	(H) Cash Value of Asset	(I) Annual Income from Asset
<b>Totals:</b>				

Enter Column (H) Total If Over \$5,000 \_\_\_\_\_ X Passbook Rate .06% = Imputed Income (J) \_\_\_\_\_  
 Enter the greater of the total of column (I), or (J) Imputed Income **Total Income from Assets (K)** \_\_\_\_\_

(L) Total Annual Household Income from all Sources [Add (E) + (K)] \_\_\_\_\_

### Maximum Income Limit For Unit

Household Meets Income Restriction at:  60%     50%     40%     30%     \_\_\_\_\_ %

### PART V - RENT

Tenant Paid Rent: \_\_\_\_\_ Utility Allowance: \_\_\_\_\_ Gross Rent For Unit: \_\_\_\_\_  
 Rent Assistance: \_\_\_\_\_ Other Non Optional Charges: \_\_\_\_\_ **Maximum Rent Limit For This Unit** \_\_\_\_\_

## Household Certification & Signatures

The information on this form will be used to determine Maximum income eligibility. I/we have provided for each person(s) set forth in Part II acceptable verification of current anticipated annual income. I/we agree to notify the landlord immediately upon any member of the household moving out of the unit or any new member moving in. I/we agree to notify the landlord immediately upon any member becoming a full time student.

Under penalties of perjury, I/we certify that the information presented in this certification is true and accurate to the best of my/our knowledge and belief. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the termination of the lease agreement.

Signature	Date	Managers Signature	Date
Signature	Date		