

Tenant Income Certification

(MM/DD/YYYY)

Effective Date: _____

Move-in Date: _____

Initial Certification

Recertification

Other: _____

Part I - Development Data

Property Name: _____ County: _____ BIN #: _____
 Address: _____ Unit Number: _____ # of Bedrooms: _____

Part II - Household Composition

Vacant Unit										
HH Mbr #	Last Name	First Name	Middle Initial	Relationship to Head of Household	Date of Birth (MM/DD/YYYY)	FT Student (Y or N)	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
Totals				

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
Totals:				

Enter Column (H) Total Passbook Rate
 If Over \$5,000 _____ X 0.06% = 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)] _____

Effective Date of Income Certification _____
 Household Size at Certification _____

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. I/we understand and agree that the unit indicated on this form must be my primary residence, and I will not simultaneously maintain another residential lease in my name or otherwise maintain another residence.

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	Signature	Date
Signature	Date	Signature	Date

Part V - Determination of Income Eligibility

Total Annual Household Income From All Sources:
 From item (L) on page 1

Current Income Limit per Family Size:

Household Income at Move-in:

Household Meets Income Restriction at:

- 60% 50%
 40% 30%
 %

Household Size at Move-in:

Recertification Only:

Current Income Limit x 140%
 \$0
 Household Income exceeds 140% at Recertification:
 Yes No

Part VI - Rent

Tenant Paid Rent:

Rent Assistance:

Utility Allowance:

Other non-optional charges:

GROSS RENT FOR UNIT:
 (Tenant paid rent plus Utility Allowance & other non-optional charges)

Unit Meets Rent Restrictions at:

- 60% 50% 40%
 30% %

Maximum Rent Limit for this unit:

Part VII - Student Status

ARE ALL OCCUPANTS FULL TIME STUDENTS?

- Yes No

If yes, Enter student explanation*
 (also attach documentation)

Enter 1 - 6:

*Student Explanation:

1. TANF
2. Job Training Program
3. Single parent/dependent child
4. Married/joint return
5. Former Foster Child
6. Extended Use Period

Part VIII - Program Type

Mark the program(s) listed below (a. through e.) for which this household's unit will be counted toward the property's occupancy requirements. Under each program marked, indicate the household's income status as established by this certification/recertification.

a. Tax Credit

b. HOME

c. Tax Exempt

d. AHDP

e.

See Part V above.

Income Status

- ≤ 50% AMGI
 ≤ 60% AMGI
 ≤ 80% AMGI
 OI**

Income Status

- ≤ 50% AMGI
 ≤ 60% AMGI
 ≤ 80% AMGI
 OI**

Income Status

- ≤ 50% AMGI
 ≤ 80% AMGI
 OI**

Income Status

- OI**

** Upon recertification, household was determined over-income (OI) according to eligibility requirements of the program(s) marked above.

Signature of Owner/Representative

Based on the representations herein and upon the proofs and documentation required to be submitted, the individual(s) named in Part II of this Tenant Income Certification is/are eligible under the provisions of Section 42 of the Internal Revenue Code, as amended, and/or the HOME Written Agreement (if applicable), and the Land Use Restriction Agreement (if applicable), to live in a unit in this Project.

 Signature of Owner/Representative

 Date

 Print Name of Owner/Representative