



To: Name _____
 Address _____

 Email _____
 Phone _____
 Fax _____

From: Name _____
 Address _____

 Email _____
 Phone _____
 Fax _____

Re: Name _____ Address _____
 Last 4 Digits of SS # _____

Release: I hereby authorize the release of the requested information. Information obtained under this consent is limited to information that is no older than 12 months.

Applicant/Tenant _____

Date _____

You do not have to sign this form if either the requesting organization or the organization supplying the information is left blank.

The individual named above has applied for tenancy or is currently residing in a community that was developed under the U.S. Department of Housing and Urban Development, U.S. Department of Agriculture (Rural Housing) or Section 42 of the IRS code which is administered by the State. Federal regulations require the housing owner to **annually** verify the household's income and other information related to eligibility. The information you provide will be used only for the purpose of determining the household's eligibility for the program and will be kept in strict confidence. We are required to complete our verification process in a short time period and would appreciate your prompt response. Return this form via email or fax number as it appears above. If you have any questions, please feel free to contact our office. Thank you for your cooperation.

To be completed by Owner Representative:

Head of Household Name: _____ SSN (last four digits) of Head of Household: _____ # of Household Members: _____

Names of Additional Household Members:

To be completed by the Rental Assistance Program Representative:

The above-named household's annual gross household income (before deductions) has been verified as \$ _____

Name of Rental Assistance Program Representative: _____

of Household Members included in Income Verification: _____

Name of Rental Assistance Program: _____

Name of Organization Administering Program: _____

Signature _____ Date _____

Name / Title of Person Supplying Information _____ Organization _____

Phone # _____ Fax # _____ Email Address _____

Under penalties of perjury, I certify that the information provided herein is true and accurate to the best of my knowledge. The undersigned further understands that providing false representation herein constitutes fraud.

