

**MODEL
FORM**

Use Affidavit to Verify Self-Employment Income from Ride-Hailing Business

Use the following affidavit when a resident or applicant indicates that she's newly self-employed and working for a ride-hailing service. Since the employment is new, you'll need detailed information to effectively calculate net income and reasonably project annualized income.

You can adapt the following form for your site's use, when the resident or applicant cannot produce a tax return, she started the business in the certification year, or the current year income from the business will be inconsistent with the prior year's income from the business.

▶ ▶ ▶ *Model Form follows* ▶ ▶ ▶

SELF-EMPLOYMENT – RIDE-HAILING BUSINESS VERIFICATION

You have indicated that you are self-employed and working for a ride-hailing service. Since this employment is new employment, you cannot provide the documents described in HUD Handbook 4350.3, Appendix 6-C, which includes audited or unaudited financial statements or Schedule C of your IRS tax return.

Because you are self-employed, you are allowed to reduce your gross income by applying any legitimate expenses associated with

your business. You should contact an accounting professional to determine which expenses may be counted. The following form can be used along with receipts to calculate net income related to self-employment. You must provide receipts or other documents such as mileage logs and cell phone bills to support any claims regarding expenses used to offset gross income.

APPLICANT/RESIDENT NAME: _____

SITE NAME: _____ UNIT # (IF APPLICABLE): _____

BUSINESS NAME: _____ START DATE: _____

BUSINESS ADDRESS: _____

VEHICLE INFORMATION

Make & Model _____

When did you place your vehicle in service? _____

Do you track your mileage? Yes No

In last 30 days, how many total miles were driven using this vehicle? _____

Miles for work _____

% miles for work _____

Was the vehicle available for personal use during off-duty hours? Yes No

Do you or does anyone in your family have another vehicle available for personal use? Yes No

INCOME

1. Anticipated income from ride hailing over next 12 months _____

(Please provide 8 current consecutive statements from ride-hailing company or provide copy of most recent quarterly tax return. If you do not have 8, provide all available statements)

2. Tips _____

3. Any other income related to ride hailing _____

TOTAL INCOME _____

ANNUAL EXPENSES

* **NOTE:** You cannot count gas, car payments, car insurance, or maintenance if you use the IRS mileage rate.

• Annual car payment expense _____
[Annual car payment _____ × _____ % used for business]

• Annual car insurance expense _____
[Annual car insurance _____ × _____ % used for business]

• 2018 mileage (@\$0.545/mile)* _____

• Gasoline (business expense) _____

• Parking (business expense) _____

• Tolls _____

• Repairs & maintenance _____

• Software/apps _____

• Annual internet _____

• Annual cell phone _____

• Legal/professional services _____

• Annual repairs & maintenance _____

• Wages paid to employees (not your own) _____

• Monthly rent (office space) _____

• Contract labor _____

• Supplies _____

• Other _____

TOTAL EXPENSES _____

NET INCOME _____

[Total Income – Total Expenses]

CERTIFICATION & NOTARIZATION

Under penalty of perjury, I certify that the information presented is true and accurate to the best of my knowledge. The undersigned further understand(s) that providing false representations herein constitutes an act of fraud. False, misleading, or incomplete information may result in the termination of a lease agreement.

APPLICANT'S/RESIDENT'S SIGNATURE _____

DATE _____

SUBSCRIBED AND SWORN TO before me, the undersigned notary, on this _____ day of _____, 20_____.

NOTARY SIGNATURE & SEAL

PENALTIES FOR MISUSING THIS VERIFICATION FORM

Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government, HUD, the PHA and any owner (or any employee of HUD, the PHA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD, the PHA or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the Social Security number are contained in the Social Security Act at 208 (a) (6), (7) and (8). Violation of these provisions are cited as violations of 42 U.S.C. 408 (a) (6), (7) and (8).