

MODEL FORM

Use Certification Form When Applicants, Residents Claim Zero Income

Here's a Model Certification Form that you should require rental applicants, residents, and household members to sign if they claim to have zero income. Although based on a form from the Connecticut Department of Housing, the Model Form incorporates the key verification information contained in the HUD Handbook, including the sources of income listed in HUD Handbook 4350.3, Exhibit 5-1. Even so, you should show it to your attorney in case you need to adapt it for your own particular state, program, or situation.

CERTIFICATION OF ZERO INCOME

Instructions: *This Certification must be completed by adult rental applicants and tenants who are claiming zero income from any source.* _____

1. I hereby certify that I do not individually receive income from any of the following sources:

- a. Wages from employment (including commissions, tips, bonuses, fees, etc.);
- b. Income from operation of a business;
- c. Rental income from real or personal property;
- d. Interest or dividends from assets;
- e. Social Security payments, annuities, insurance policies, retirement funds, pensions, or death benefits;
- f. Unemployment or disability payments;
- g. Public assistance payments;
- h. Periodic allowances such as alimony, child support, or gifts received from persons not living in my household;
- i. Sales from self-employed resources (Avon, Mary Kay, Pampered Chef, etc.);
- j. Any other source not named above.

2. I currently have no income of any kind and there is no imminent change expected in my financial status or employment during the next three (3) months.

3. I currently use the following sources of funds to pay for rent and other necessities: _____

Under penalty of perjury, I certify that the information presented in this Certification is true and accurate to the best of my knowledge. I further understand 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/Tenant (print) _____

Applicant/Tenant Signature _____

Date _____