

**MODEL
FORM**

Get Written Verification of Attempts to Collect Payments Owed

Give this form to a resident or applicant who tells you she isn't getting court-mandated alimony or child support payments or when an applicant is receiving child support but doesn't have acceptable verification. With this form, the individual can certify that she isn't getting her full payments and that she's making "reasonable efforts" to attempt to collect what's owed to her.

An applicant or resident is able to declare that she isn't being paid the court-ordered amount, or she can self-certify anticipated support not yet being received where there's no court-ordered amount, by checking the applicable boxes. Along with this form, you should have her provide copies of any court papers that require the payments as well as any documents from child support payment enforcement agencies that she may be working with to collect monies.

ALIMONY & CHILD SUPPORT AFFIDAVIT

SITE: _____ UNIT: _____

APPLICANT/RESIDENT: _____

I, [Applicant/Resident], do hereby attest to the following: [Select the appropriate statements (list each child once)]

- I am not entitled to receive child support under any court order or non-court agreement and I am not in the process of seeking any monies for child support for the following child/children living in my household:

- I am not currently entitled to receive any child support under any court or other agreement. However, I believe I will receive such an order within the next 12 months. I expect to receive \$ _____ per month, commencing on _____, 20 ____ for the following child/children:

- I am entitled to receive child support under a court order or other agreement in the amount of \$ _____ per month for the following child/children: (Attach applicable agreement or divorce decree with amount and payment schedules; a letter from the person paying the support indicating type of support, amount, and payment schedule; or a copy of most recent check.)

- Notwithstanding the above, I expect to receive no more than \$ _____ over the next 12 months because:

- If court ordered, I have made all reasonable efforts to collect the monies due me. (Attach documentation proving efforts to collect such as paperwork filed with the court or government agencies to collect the payments or a letter from the welfare agency stating that it is handling the matter.)

I understand that this affidavit is made as part of the qualification procedure to determine the eligibility of residency at the above-referenced property and that any misrepresentation herein will be considered a material breach of the lease agreement and subject me to immediate eviction. I will notify management of any changes in the status of my child support. Under penalties of perjury, I certify the above representations to be true as of the signature date below.

APPLICANT/RESIDENT SIGNATURE: _____ DATE: _____

Notary Public: Sworn to me this _____ day of _____, 20 ____ [Notary Signature & Seal]