ROSEVILLE HOUSING AUTHORITY
311 VERNON STREET • ROSEVILLE, CA 95678
(916) 774-5270 • TDD (916) 774-5220 • FAX (916) 746-1295

TENANT CERTIFICATION

I certify that all the information given to the Roseville Housing Authority on household composition, income, all family assets, allowances and deductions is accurate and complete to the best of my knowledge. I understand false statements are punishable under Federal and/or State Law and are grounds for termination of Federal Housing Assistance. I further acknowledge that our family must follow the rules listed below in order to receive Federal Housing Assistance.

A. THE FAMILY MUST:

1. Supply any information that the Roseville Housing Authority determines to be necessary including evidence of citizenship or eligible immigration status, and information for use in a regularly scheduled reexamination or interim reexamination of family income and composition.
2. Disclose and verify social security numbers and sign and submit consent forms for obtaining information.
3. Supply any information requested by the PHA to verify that the family is living in the unit or information related to family absence from the unit.
4. Immediately report **in writing** to the Housing Authority any changes in income or assets, and if any household member no longer lives in the unit. This includes reporting if a full-time student is no longer going to school full-time. Failure to report changes **in writing within 15 days** of the change that result in the overpayment of the tenant's subsidy amounts will be owed by the tenant to the Roseville Housing Authority.
5. Notify the PHA **in writing within 15 days** of the birth, adoption, or court-awarded custody of a child.
6. Request PHA written approval prior to adding any other family member as an occupant of the unit.
7. Promptly notify Roseville Housing Authority each time the family is away from the unit for more than two weeks. Absences from the unit over 30 days must be approved by Roseville Housing Authority.
8. Allow the Roseville Housing Authority to inspect the unit at reasonable times and after reasonable notice.
9. Notify the property owner/manager **in writing** of any conditions that develop in the unit that are in violation of the Housing and Urban Development (HUD) Housing Quality Standards and provide Roseville Housing Authority a copy of the written notice.
10. Notify the Roseville Housing Authority and owner **in writing** no less than 30 days before moving from the unit or terminating the lease.
11. Use the assisted unit for residence by the family. The unit must be the family's only residence.
12. Give the Roseville Housing Authority a copy of any owner rent increase or eviction notice.
13. Pay utility bills and supply appliances that the owner is not required to supply under the lease.

B. THE FAMILY MUST NOT:

1. Own or have any interest in the unit (unless owner of a manufactured home leasing a space.)
2. Commit any serious or repeated violation of the lease.
3. Commit fraud, bribery or any other corrupt or criminal act in connection with the program.
4. Participate in illegal drug or violent criminal activity or other criminal activity that threatens the health, safety or right to peaceful enjoyment of other residents and persons residing in the immediate vicinity of the premises.
5. Sublease or let the unit or assign the lease or transfer the unit.
6. Receive Housing Choice Voucher program housing assistance while receiving another housing subsidy for any unit under any other Federal, State or local housing assistance program.
7. Damage the unit or premises (other than damage from ordinary wear and tear) or permit any guest to damage the unit or premises.
8. Receive Housing Choice Voucher program housing assistance while residing in a unit owned by a parent, child, grandparent, grandchild, sister or brother of any member of the family, unless the Roseville Housing Authority has determined that approving rental of the unit would provide reasonable accommodation for a family member who is a person with disabilities.
9. Pay a security deposit or rental payments to the landlord that differs from the amount authorized by the Roseville Housing Authority or which exceeds the amount charged for unassisted units. The family must notify the Housing Authority if the landlord demands such.
10. Engage in abuse of alcohol in a way that threatens the health, safety or right to peaceful enjoyment of the other residents and persons residing in the immediate vicinity of the premises.
11. Allow anyone other than current approved household members to use the address of the assisted unit for their mailing address.
12. Share bank or financial accounts with anyone other than current approved household members.
13. Threaten or engage in abusive or violent behavior toward Housing Authority staff.

I know and understand that failure to comply with any of the above provisions is sufficient grounds for termination of my Federal Housing Assistance. Any information the family supplies must be true and complete.

SIGNATURE AND DATE OF ALL HOUSEHOLD ADULTS

1._____ DATE_____

2._____ DATE_____

3._____ DATE_____

4._____ DATE_____