

Housing Owner's Certification and Application for Housing Assistance Payments

U.S. Department of Housing
and Urban Development
Office of Housing
Federal Housing Commissioner

OMB Approval No. 2502-0182
(Exp. 06/30/2016)

Part I - Contract Information

1. Project Name:		2. FHA/EH/Non-Insured No.	3. Sec. 8/PAC/PRAC/Contract No.	HUD/CA Use Only Voucher Number:
4. Type of Subsidy:	5a. Management Agent's Name:			Date Received:
	5b. EIN:			Date Paid:

Part II - Occupancy & Income Eligibility Information

6. General Occupancy Information (contract specific):		7. Exceptions to Limitations on Admission of Low-Income Families (only for Sec. 8 contracts effective on or after 10/1/81):	
a. Total Units in contract		a. Project-based exceptions in use	
b. Number of Units receiving subsidy under this contract		b. Project-based exceptions allocated	
c. Number of units abated under this contract		c. Tenant-based exceptions in use	
d. Number of Units vacant under this contract		d. Total exceptions (line b + line c)	
e. Number occupied by Market Rent Tenants		e. Date Field Office last changed allocations for project-based exceptions (mm/dd/yy)	
Note: 6a must equal 6b + 6c + 6d + 6e			

Part III - Breakdown of Assistance Payment Requested

8. Type of Assistance	9. Number of Units in Billing	10. Amount Requested	HUD/CA Use Only 11. Amount Approved
a. Regular Tenant Assistance Payments for (mo./yr.):			
b. Adjustments to Regular Tenant Assistance Payments			
c. i. Section 8 Special Claims for Unpaid Rent			
ii. Section 8 Special Claims for Tenant Damages			
iii. Section 8 Special Claims for Vacancies			
iv. Section 8 Special Claims for Debt Service			
d. Miscellaneous Accounting Requests			
e. Repayment Agreements			
f. Total Subsidy Authorized under instructions in Handbook 4350.3 Rev. 1			

Part V - Owner's Certification I certify that: (1) Each tenant's eligibility and assistance payment was computed in accordance with HUD's regulations, administrative procedures, and the Contract, and are payable under the Contract; (2) all required inspections have been completed; (3) the units for which assistance is billed are decent, safe, sanitary, and occupied or available for occupancy; (4) no amount included on this bill has been previously billed or paid; (5) all the facts and data on which this request for payment is based are true and correct; and (6) I have not received and will not receive any payments or other consideration from the tenant or any public or private source for the unit beyond that authorized in the assistance contract or the lease, except as permitted by HUD. Upon request by the Department of Housing and Urban Development, its duly authorized representative, or the Comptroller General of the United States, I will make available for audit all books, records and documents related to tenants' eligibility for, and the amount of, assistance payments. **Warning:** HUD will prosecute false claims & statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. Sections 1001, 1010, 1012; 31 U.S.C. Sections 3729, 3802).

Part IV - Distribution of Subsidy Earned (HUD/CA Use Only)

12. Applied to HUD-held mortgage	Amount Approved
13. Applied to debts owed by mortgagor	
14. Paid to Project	
15. \$ _____ of the amount in item F, part III was released from the Residual Receipts Account.	
Printed Name, Date, Title & Phone No. (include area code) & Signature:	