

Asset Verification

Date: \_\_\_\_\_

To: \_\_\_\_\_

From: \_\_\_\_\_

Name of Institution

Apartment Community Name

Address

Management Representative

City, State, Zip

Address

**Subject: Verification of Information Supplied by an Applicant/Resident for Housing Assistance**

City, State, Zip

Phone and Fax Numbers

Name of Applicant/Resident \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Social Security Number \_\_\_\_\_

We are required to verify the income of all household members applying for admission as residents to Sacramento Housing and Redevelopment Agency assisted housing apartments and to re-determine periodically the income of resident households. This information is to be used in determining the household's eligibility or level of benefits. To comply with this requirement, we ask your cooperation in completing the applicable items for the applicant/resident listed above and to return this information to the apartment community listed above. Your prompt return of this information will help assure timely processing of the applicant/recertification. A stamped, self-addressed return envelope is enclosed. The applicant/resident has consented to the release of information as shown below. Thank You.

RELEASE: I hereby authorize the release of the requested information.

Applicant/Resident Signature and Print Name

Date

Continued on next page...



**Asset Verification (continued)**

**INFORMATION REQUESTED:**

Type of Account	Current Balance	Average 6 month Balance	Current Interest Rate per month
	\$	\$	%
	\$	\$	%
	\$	\$	%
	\$	\$	%
	\$	\$	%

Anticipated changes in the next 12 months: \_\_\_\_\_

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Print Name and Title

**PENALTIES FOR MISUSING THIS CONSENT:**

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 and any owner (or any employee of HUD 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 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 42 USC 208 (f) (g) and (h). Violations of these provisions are cited as violations of 42 USC 408 (f) (g) and (h).

