

WASHINGTON COUNTY HOUSING AUTHORITY

HOUSING CHOICE VOUCHER PROGRAM

BRIEFING CERTIFICATION

I understand that it will be my obligation as an HCV participant to abide by the rules, procedures and regulations set forth by the Housing Authority, my voucher and by HUD.

I also understand that it is my responsibility to keep my unit in a decent, safe, clean and sanitary condition at all times.

I further understand that should I fail to maintain my unit properly, it may result in cancellation of my lease, eviction by my landlord and termination from the Housing Choice Voucher Program.

I understand that the WCHA will conduct a Criminal Background Check on me and any family member 18 years of age and older prior to eligibility notification. I understand that my eligibility may be denied or terminated if the criminal background checks reveal disqualifying criminal activity under applicable WCHA policy and federal requirements.

Maximum Gross Rent

Please make sure that you understand that your maximum gross rent is your rent plus all tenant-paid utilities.

Example: The unit you wish to rent has a requested rent amount of \$700 and you are required to pay electric and water. Once you complete the utility worksheet and add together the utilities you are required to pay, you add that amount to the requested rent. This total cannot exceed the Payment Standard for your unit.

Voucher Dates / Expiration

Please be mindful of the dates listed on the voucher. The WCHA will only grant extensions when a written request is received at least 10 days before the expiration date listed on the voucher.

I understand that I may lose my rental assistance if any member of my household violates any of the family obligations listed on my voucher; if a court enters a judgment against me on a landlord-tenant matter; or if anyone engages in abuse, fraud, alcohol- or drug-related criminal activity, or violent criminal activity, as provided under applicable program requirements and WCHA policy.

I understand that all changes in my household composition and income must be reported to the Housing Authority in writing within 10 days.

Section 1001 of Title 18 of the United States Code makes it a criminal offense to knowingly and willfully make false or fraudulent statements or representations to a department or agency of the United States.

I certify that I am the Head of Household and acknowledge that I received, reviewed, and understand the information and obligations of the Housing Choice Voucher Program presented during the briefing session.

Head of Household *

Date *

Participant Email

SUBMIT

PRINT

Submit requires Adobe Acrobat Reader.

Edge/Chrome can fill and print, but may block email submission.