

Section 8 RECERTIFICATION Checklist: upd.6-20

Property: _____

Unit Number: _____

Last Name: _____

Effective Date: _____

Income:	
Employment	
Self-Employment	
Unemployment	
Public Assistance	
Zero Income	
Contribution/Gift Money	
Child Support	
Alimony	
Social Security	
Pension	
Non-Employment Affidavit	
Self-Certification of Child Support	
Educational Status Verification (if student)	
phone verification/clarification record	

New Household Members:	
Declaration of Citizenship form(all new members)	
Copies of Soc Sec cards (all new members)	
Copies of Birth Certificates (all new members)	
Govt Data Practices Act (new members 18+)	
Disability/Handicap Verification (new members)	
Race and Ethnic Form (for each new member)	

Assets:	
Checking/Savings/CD/Money Market	
Debit Card	
Joint Bank Form (if applicable)	
Annuity/Pensions	
Life Insurance	
Stocks/Bonds	
401K/IRA's	
Trusts	
Real Estate	
phone verification/clarification record	
Other:	

Compliance - OFFICE ONLY	
Signed 50059	
Signed lease addendum	
Verifications within 120 days	
EIV Annual Report	
Section 8 calculation worksheet	
All forms signed & dated	

Expenses:	
Childcare	
Medical/Dental	
Health Insurance	
Medical Assistance (spenddown)	
Over the Counter Meds (receipts & verf)	
Prescription Drugs	
Long Term Care	
Service Animal expenses	
phone verification/clarification record	

NOTES:	

Required for Recertification:	
Household questionnaire (date stamped)	
Div.of Asset (ONLY if YES) check pg. 4 HH	
Under \$5000 (ONLY if no bank/debit)	
Student Certification - Sect 8	
HUD 92006 - Addendum to application	
HUD 9887/9887A (one per adult)	
Receipt of Documents	
Sex Offender Search results	
Drug Free Housing Addendum	
Crime Free Addendum	
Pet Vet Records annual update (if appl)	
Copy of Annual Inspection-Unit Condition	
Initial Notice of Annual Recert/Recert ltrs.	
Lead Based Paint (if required)	