Housing Owner's Certification and Application for Tenant Assistance Payments

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

OMB Approval No. 2502-0182
(exp. mm/dd/yyyy)

Acknowledgements

Owner's Certification

I/WE, the undersigned, certify under penalty of perjury that the information provided above is true and correct: (a) 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; (b) all required inspections have been completed; (c) the units for which assistance is billed are decent, safe, sanitary, and occupied or available for occupancy; (d) no amount included on this bill has been previously billed or paid; (e) all the facts and data on which this request for payment is based are true and correct; and (f) 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.

Public Reporting Burden

The public reporting burden for this collection of information is estimated to average 2.2498 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Because respondents complete HUD-52670-A Parts 1-6 as a single submission, the parts are combined and reported as one form with a total average time of 2.2498 hours. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, Department of Housing and Urban Development, 451 Seventh Street SW, Washington, DC 20410. Do not send completed forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. HUD collects this information to improve financial controls over HUD's Multifamily Housing programs. HUD uses this information to review the accuracy of funds requested by owners/agents for special claims payments related to unpaid rent and/or tenant damages. This information is mandatory pursuant to the U.S. Housing Act of 1937, as amended. This information collected will not be held confidential. No assurances of confidentiality are provided for this information collection, but HUD will not disclose data on a specific project or tenant, except as required by law.

Warning

Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §§ 3729, 3802).

Contract Information

1. Project Name		2. Project Number	3. Contract Number	**HUD/CA Use Only**
4. Type of Subsidy	5. Contract Designation	6. RAD Conversion Type	7. RAD Contract Effective Date	Voucher Number
	8a. Owner/Agent Name		8b. Owner/Agent EIN	Date Received

9. Owner TIN	10. Parent Company TIN	11. Awardee UEI	Date Paid
12. Immediate Parent UEI	13. Domestic Parent UEI	14. Global Parent UEI	

Voucher Status

15. Created by	16. File Status

Owner/Agent Signature

17. Owner/Agent Signed Name	18. Owner/Agent Signed Title	19. Owner/Agent Signed Phone	20. Owner/Agent Signed Date

Owner/Agent Signature

CA Approval

21. CA Signatory Name	22. CA Signatory Title	23. CA Signatory Phone

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Occupancy & Income Eligibility Information

24. General Occupancy Information (contract specific):

a. Total units in contract	
b. Number of units receiving subsidy under this contract	
c. Number of units abated under this contract	
d. Number of units vacant under this contract	
e. Number occupied by market rent tenants	
f. Number of units under rehab or suspension	

Note: 24a must equal 24b + 24c + 24d + 24e + 24f

25. Exceptions to Limitations on Admission of Low-Income Families (only for Sec. 8 contracts effective on or after 10/1/81):

a. Project-based exceptions in use	
b. Project-based exceptions allocated	
c. Tenant-based exceptions in use	
d. Total exceptions (line b + line c)	
e. Date Field Office last changed allocations for project-based exceptions (mm/dd/yy)	

Breakdown of Assistance Payment Requested

26. Type of Assistance	27. Number of Units in Billing	28. Amount Requested	HUD/CA Use Only 29. 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 Regular Vacancies			
iv. Section 8 Special Claims for Rent-up Vacancies			
v. Section 8 Special Claims for Debt Service			
d. Miscellaneous Accounting Requests			
e. Repayment Agreements and FSS Escrows			
f. Total subsidy authorized under instructions in Handbook 4350.3 Rev. 1			

Distribution of Subsidy Earned (HUD/CA Use Only)

30. Applied to HUD-held mortgage		34. Voucher Approved Date	
31. Applied to debts owed by mortgagor		35. Amount of Correction	
32. Paid to Project		36. Anticipated Payment Date	
33. $ of the amount in item 26F was released from the Residual Receipts Account.			

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