

NEXT AVAILABLE UNIT: 60% VERIFICATION

Complete the information below to document the tenant file as evidence that the owner is complying with this requirement. The form should be included in the tenant file for each tenant whose income increases above the **60%** amount allowable under this provision and also a copy should be included in the "next available unit" rented. The form must be available for review by governing agencies upon inspection of the units.

OVER INCOME UNIT

Tenant Name: _____ Unit No. _____
No. Persons in Household: _____ Unit Size (sq. ft.): _____
Date of Move-In: _____ Move-In Income: _____
Date Recertified: _____ Recertified Income: _____
Current Income Limit: \$ _____ 60% of Limit: _____
Date of Move-Out (if applicable): _____ Time of Move-Out: _____
Rent at Recertification \$ _____ Rent after Recertification: _____
Reason for Recertification: Annual _____ Interim _____
If interim, indicate reason:

• **NEXT UNIT LEASED**

Identify the *Next Available Unit* rented in this building (whether market rate or low income) on or after the date of the above resident's recertification at which time the income increased over 60%.

Tenant name: _____ Unit No. _____
No. Persons in Household: _____ Unit Size (sq. ft.): _____
Date of Move-In: _____ Move-In Income _____
Time of Move-In: _____ Income Limit: _____

OWNER'S CERTIFICATION:

The undersigned hereby certifies under penalty of perjury that the information contained herein is true and correct to the best of his/her knowledge.

PROJECT Name: _____ Mixed Income? _____ 100% HOME _____ LIHTC/HOME _____

Owner/Owner's Agent: _____

Signature of Owner/Owner's Agent Date: _____