

# TENANT INCOME CERTIFICATION

## MISSING MIDDLE-RENTAL UNITS

Initial Certification     Recertification

Effective Date: _____
Move-in Date: _____ (MM/DD/YYYY)

### PART I - DEVELOPMENT DATA

Property Name: _____	County: _____	MSHDA #: _____
Address: _____	Unit Number: _____	# Bedrooms: _____

### PART II. HOUSEHOLD COMPOSITION

HH Mbr #	Last Name	First Name & Middle Initial	Relationship to Head of Household	Date of Birth (MM/DD/YYYY)	Social Security or Alien Reg. No.
1			HEAD		
2					
3					
4					
5					
6					
7					
8					

### HEAD OF HOUSEHOLD

- a. Race of Head of Household (Enter Code Number from list below):** \_\_\_\_\_  
 1-Caucasian    2-Black    3-American Indian    4-Asian    5-Hispanic    6-Multiracial    9-Other, \_\_\_\_\_    10-Not Reported
- b. Marital Status of HEAD (Enter Code Number from List below):** \_\_\_\_\_  
 1-Married    2-Single    3-Widow(er)    4-Divorced    5-Separated    9-Not Reported
- c. Number of Dependents:** \_\_\_\_\_

### Information about HOUSEHOLD COMPOSITION (attach additional sheet if needed)

Member #	Elderly? Handicapped? Disabled?	Gender (Male or Female)
1-Head		
2		
3		
4		
5		
6		
7		
8		

Are any changes to the above household composition certain or anticipated to occur during the upcoming year?  
 No     Yes, describe \_\_\_\_\_.

**PART III. INCOME ELIGIBILITY**

TOTAL ANNUAL HOUSEHOLD INCOME FROM  
IRS 1040 OR BASED ON SECTION 8  
CALCULATION:

\$

Household Meets Income Restriction at or  
above:

- 120%  100%  80%  60%  
 \_\_\_\_\_%

Current Income Limit per Missing Middle Income  
Limits for Family Size:

[https://www.michigan.gov/mshda/rental/property-managers/compliance/income\\_rent\\_and\\_utility\\_limits](https://www.michigan.gov/mshda/rental/property-managers/compliance/income_rent_and_utility_limits)

Household Income at Move-in: \$ \_\_\_\_\_

Household Size at Move-in: \_\_\_\_\_

**PART IV. RENT**

Tenant Paid Rent \$ \_\_\_\_\_  
Utility Allowance \$ \_\_\_\_\_  
Mandatory Fees \$ \_\_\_\_\_

Rent Assistance: \$ \_\_\_\_\_

GROSS RENT FOR UNIT:  
(Tenant paid rent plus Utility Allowance &  
other non-optional charges)

\$

Maximum Rent Limit for this unit: 120% AMI \$ \_\_\_\_\_

**HOUSEHOLD CERTIFICATION & SIGNATURES**

The information on this form will be used to determine maximum income eligibility. I/we have provided for each person(s) set forth in Part II acceptable verification of current anticipated annual income. I/we agree to notify the landlord immediately upon any member of the household moving out of the unit or any new member moving in.

Under penalties of perjury, I/we certify that the information presented in this Certification is true and accurate to the best of my/our knowledge and belief. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the termination of the lease agreement.

\_\_\_\_\_  
Signature (Date) Signature (Date)  
\_\_\_\_\_  
Signature (Date) Signature (Date)

**SIGNATURE OF OWNER/REPRESENTATIVE**

Based on the representations herein and upon the proofs and documentation required to be submitted, the individual(s) named in Part II of this Tenant Income Certification is/are eligible under the Land Use Restriction Agreement (if applicable), to live in a unit in this Project.

\_\_\_\_\_  
SIGNATURE OF OWNER/REPRESENTATIVE DATE