



LANDLORD VERIFICATION

To: _____

From: Staunton Redevelopment and Housing Authority
900 Elizabeth Miller Gardens
Staunton, VA 24401

SUBJECT: Verification of Information Supplied by an Applicant for Housing Assistance

NAME: _____

LAST 4 OF SSN: _____

ADDRESS: _____

This person has applied for housing assistance under a program of the U.S. Department of Housing and Urban Development. We ask your cooperation in providing the following information and returning it to the Housing Authority at the address indicated above. Your prompt return of this information will help to ensure timely processing of the application for assistance. The applicant/resident has consented to this release of information as shown below.

RELEASE OF INFORMATION

I hereby authorize my current or former landlord to release any and all residential history information, including payment history, damages and repairs, and additional information as necessary. I understand that information obtained under this consent will be used to evaluate my application for assistance. This release will be valid for one year from the date signed, at which time a new release of information is required if more information is necessary.

Signature: _____ **Date:** _____

INFORMATION BEING REQUESTED

Date of Applicant's Tenancy _____

RENT PAYMENT

What is or was the applicant's most recent rent amount owed? \$ _____

Is or was the applicant current on rent? Yes No

Has the applicant ever been late paying their rent? Yes No

If yes, how often? _____ How many days late? _____

Have you ever begun eviction proceedings for nonpayment? Yes No

Does the applicant have an outstanding balance due? Yes No

If yes, how much? _____



CARING FOR THE UNIT

- Does or did the applicant keep the unit clean? Yes No
- Has the applicant damaged the unit? Yes No
- If yes, describe: _____ Approximate cost of damages? _____
- Has the applicant paid for the damages? Yes No
- Will you or did you keep any security deposit? Yes No
- If yes, describe: _____
- Does or did the applicant have a pet? Yes No

GENERAL

- Does or did the applicant permit persons other than those on the lease to live in the unit? Yes No
- Has or had the applicant or their family members damaged or vandalized any common areas? Yes No
- Does or did the applicant create any physical hazards to the project or residents? Yes No
- Does or did the applicant interfere with the rights and quiet enjoyment of other residents? Yes No
- Has or had the applicant given you any false information? Yes No
- Would you re-admit this applicant to your property? Yes No
- If no, please explain: _____

ADDITIONAL INFORMATION

If you have any additional information that you wish to provide, use the following lines to do so. You may also attach any relevant documents or additional sheets if needed.

PERSON SUPPLYING INFORMATION:

NAME: _____

TITLE: _____

SIGNATURE: _____ DATE: _____

YOU DO NOT HAVE TO SIGN THIS FORM IF EITHER THE REQUESTING ORGANIZATION OR THE ORGANIZATION SUPPLYING THE INFORMATION IS LEFT BLANK.

PENALTIES FOR MISUSING THIS CONSENT:

Title 18, Section 1001 of the US. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD, the PHA and any owner (or any employee of HUD, the PHA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willfully requests, obtains, or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD, the PHA or the owner responsible for unauthorized disclosure or improper use.

Penalty provisions for misusing the social security number are contained in the Social Security Act at 208 (a) (6), (7) and (8). Violation of these provisions are cited as violations of 42 U.S.C. 408 (a) (6), (7) and (8)

We do not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, our federally assisted programs and activities. If you are disabled and would like to request an accommodation or if you have difficulty understanding English, please request our assistance and we will ensure that you are provided with meaningful access based on your individual needs. Federal civil rights laws addressing fair housing prohibit discrimination against applicants or tenants based on one or more of the following classifications: race, color, national origin, sexual orientation, gender identification, disability, religion, and familial status.

