TAX required forms

TAX CREDIT – MI (Move-In)	TAX CREDIT - AR (annual recertification)
Tenant Income Certification (TIC)	Tenant Income Certification (TIC)
Income worksheet, with supporting pages	Income worksheet, with supporting pages
Application - Affordable Housing	Tenant Income Questionnaire (TIQ)
Background Screening	
ID required for all adults for verification – we do not need to keep in file unless the unit has RD or HOME funding's.	Verifications – whatever is marked "YES" on questionnaire
Tenant Income Questionnaire (TIQ)	Income verification (employment, non-employment)
Verifications – whatever is marked "YES" on questionnaire	3 months paystubs in date order (OR & CA) – 1 paystub to compare (ID ONLY)
Income verification (employment, non-employment)	Child Support Affidavit - required
3 months paystubs in date order (OR & CA) – 1 paystub to compare (ID ONLY)	Child Support Verification – Required if children in household
Child Support Affidavit - required	Asset (including 401K, IRA's, Checking, Savings, Money Market, etc.,) if household is **over 5k obtain 3rd party verification – if under $5k use only the under $5k form.**
Child Support Verification – Required if children in household	HOME units requires actual bank statements - six months of checking statements and current month savings, any other unit RD, HUD we can accept VOD (Verification of Deposit) with 6 mo. Avg. for checking and current month avg. savings.
Asset (including 401K, IRA's, Checking, Savings, Money Market, etc.,) if household is **over 5k obtain 3rd party verification – if under $5k use only the under $5k form.**	Under $5K form – this form is used if household is **under $5k** – if **over $5k** we need 3rd party verifications
HOME units requires actual bank statements - six months of checking statements and current month savings, any other unit RD, HUD we can accept VOD (Verification of Deposit) with 6 mo. Avg. for checking and current month avg. savings.	Student Certification - required
Under $5K form – this form is used if household is **under $5k** – if **over $5k** we need 3rd party verifications	Unemployed/Zero Income Certification (if applicable)
Student Certification - required	
Unemployed/Zero Income Certification (if applicable)	
VAWA (Violence Against Women Act) –beginning 2015 this form was required for all Tax Credit properties.	VAWA (Violence Against Women Act) –beginning 2015 this form was required for all Tax Credit properties.