

Today's TIP is when to use the "True and Correct as of <Date>" Statement.

When paperwork is being signed & dated **after the "due date,"** it must include the statement **"True & Correct as of <certification effective date>"**.

Use this below procedure unless otherwise guided by Compliance or your Supervisor:

1. Documents should be signed and dated with the **current date**
2. Under that signature write the statement **"True & Correct as of <effective date>"**
3. The person then must Initial the **"True & Correct Statement"**

- **Example** – A Certification is due on 8/1/2024. The resident is unable to sign it until 8/8/2024.
 - The resident signs and dates 8/8/2024, then under that signature writes "True & Correct as of 8/1/2024" and initials.

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. I/we agree to notify the landlord immediately upon any member becoming a full time student.

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.

<u>Laura Blackburn</u>	<u>8/8/2024</u>	_____	_____
Signature	(Date)	Signature	(Date)
_____	_____	_____	_____
Signature	(Date)	Signature	(Date)

"True & Correct as of 8/1/2024" LB