

Antigo Housing Authority

535 THIRD AVENUE
ANTIGO, WI 54409-2262

Phone 715-623-5768
Fax 715-623-4468
www.antigohousingauthority.org

Property Preference Form

Applicant Name:

Date:

Your application will be verified for eligibility and if approved your name will be placed on a waiting list based on date and time of application. The Antigo Housing Authority has an in-county preference for individuals or families living in Langlade County. You will be contacted when your name reaches the top of the list.

****Check all properties that you are interested in applying for.**

Near Elderly (50+)/Disabled Property

Park View Apartments

☐ 1 Bedroom ☐ 2 Bedroom

Elderly/Disabled Properties

First Avenue Apartments

☐ 1 Bedroom ☐ 2 Bedroom

Station House Apartments

☐ 1 Bedroom ☐ 2 Bedroom

South Manor – White Lake

☐ 1 Bedroom ☐ 2 Bedroom

Family Properties

Hunting River Manor - Elcho

☐ 1 Bedroom

Springbrook Trace

☐ 2 Bedroom

Depot Apartments

☐ 1 Bedroom ☐ 2 Bedroom

Church Street – White Lake

☐ 2 Bedroom

Lincoln Street Apartments

☐ 2 Bedroom

Northside Apartments

☐ 2 Bedroom ☐ 3 Bedroom

Rental Assistance

Section 8 Voucher

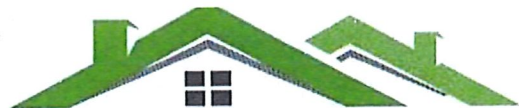
☐ 1 Bedroom ☐ 2 Bedroom ☐ 3 Bedroom ☐ 4 Bedroom

Applicant Signature:



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Date:	Time:
Initials:	

OFFICE USE ONLY

ANTIGO/LANGLADE COUNTY HOUSING AUTHORITY APPLICATION

HEAD OF HOUSEHOLD INFORMATION		
Name:		SS#
Maiden Name, Other Names Used, etc.:		
Date of Birth:	Age:	Sex (optional): ☐ Male ☐ Female
Race: ☐ White ☐ Black/African ☐ Hispanic ☐ Native American ☐ Asian ☐ Prefer not to answer		
Student: ☐ Full-Time ☐ Part-Time ☐ Neither		
List all states you have resided in:		
Current Address:		
Phone Number:		Email:

CO-HEAD OF HOUSEHOLD INFORMATION		
Name:		SS#
Maiden Name, Other Names Used, etc.:		
Date of Birth:	Age:	Sex (optional): ☐ Male ☐ Female
Race: ☐ White ☐ Black/African ☐ Hispanic ☐ Native American ☐ Asian ☐ Prefer not to answer		
Student: ☐ Full-Time ☐ Part-Time ☐ Neither		
List all states you have resided in:		
Current Address:		
Phone Number:		Email:
Emergency Contact:		Phone#:



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HOUSEHOLD INFORMATION

Please provide the following information for all individuals who live in your household. List all adults (including yourself) and children under 18. Indicate how they are related to the head of household and mark race for each household member.

Name	SS#	DOB	Race	Relationship

DISABILITY INFORMATION

Is there any member of your household that would be considered disabled? ☐ Yes ☐ No

Household members who meet the definition of disabled qualify for a deduction to their annual income when determining rent. Do you feel that you qualify? ☐ Yes ☐ No

If you feel you qualify for this deduction, we are required to obtain documentation from a physician confirming your qualification for this status. Failure to provide this information may result in the denial of these deductions.

Do any of the household members smoke? ☐ Yes ☐ No

Do you currently have any pets? ☐ Yes ☐ No

If yes describe:

INCOME INFORMATION

List all income earned or received by ALL individuals who will be living in your household. This includes income from wages, self-employment, Social Security, Disability payments (SSI), retirement or pensions, veterans' benefits, W2, alimony, child support, workman's compensations, unemployment benefits, etc.

Household Member	Source and address	Gross Monthly Income Amount

CHILD SUPPORT INFORMATION

Was child support ordered to be paid? ☐ Yes ☐ No

If yes, list name(s) of person paying support:

Name of agency from which you receive child support:

ZERO INCOME INFORMATION

Are you receiving help on a regular basis from someone not living in your household to help pay rent, buy household and personal items, or pay any other bills? If so, complete the following:

Name of Person(s) helping you financially:

Address:

Phone Number:

Monthly contribution to household:

ASSET INFORMATION

List all information for Head of Household, Co-head of household, and other household members

Cash On Hand

List Amount on Hand at Present Time: \$

Checking Accounts

Bank Name:

Approximate Balance: \$

Account Owner Name:

Bank Name:

Approximate Balance: \$

Account Owner Name:

Savings Accounts

Bank Name:

Approximate Balance: \$

Account Owner Name:

Bank Name:

Approximate Balance: \$

Account Owner Name:

CDs or IRA's			
Bank Name:		Approximate Balance: \$	
Stock and/or Bonds			
Type:	Number Owned:	Dividend Rate:	Value: \$
Type:	Number Owned:	Dividend Rate:	Value: \$
Real estate Owned at Present Time or Sold in the Last 2 Years			
Type of Property:	Market Value: \$	Owed Against Property: \$	
If sold within the last 2-year period, list amount sold for: \$			
Is property jointly owned? ☐ Yes ☐ No		If so, list name:	
Property Sold Under Land Contract			
Original amount of land contract: \$			
Outstanding balance at present time: \$			
Terms of Land Contract	\$ per month or	\$ per year	Interest rate %
All Other Assets Owned			
Funeral Trusts with Revocable Interest, Whole Life Insurance Policies, 401k, Retirement Plan, etc.			
Type:	Bank:	Value: \$	Interest Rate: %
Type:	Bank:	Value: \$	Interest Rate: %
I/We certify that our combined net family assets (assets include bank accounts, whole life insurance policies, real estate, cash, etc., but not personal property) are equal to or less than \$5,000. ☐ Yes ☐ No			

MEDICAL EXPENSES		
To be completed for Elderly/Disabled households only. If you or any member of your household is 62 years of age or older, or disabled, AND if any member pays for medications, medical/dental treatments, supplemental insurance premiums, or prescriptions which are not reimbursed, list information below.		
Household Member's Name:		
Medicare Premium: \$	Supplemental Insurance: \$	Prescriptions: \$
Dental: \$	Chiropractic: \$	Hearing Aids: \$
Medical Bill/Payments: \$		
Other: \$		

CHILDCARE EXPENSES

List amount paid by family for the care of minor children under 13 years of age when such care is necessary to enable a family member to further their education or be gainfully employed.

Child Care Providers Name:

Amount: \$

monthly

Address:

Phone Number:

CURRENT HOUSING INFORMATION☐ Rent

Monthly Rent: \$

Monthly Utilities: \$

☐ Own

Monthly Payment: \$

Monthly Utilities: \$

Rental Address:

Landlord Name:

Phone Number:

Landlord Address:

Landlord Email:

Move in Date:

Move out Date:

Are you responsible for utilities: ☐ Yes ☐ No

If yes, which ones:

Are you currently delinquent with rent or utilities payments? ☐ Yes ☐ NoAre you in the process of eviction or utilities being disconnected? ☐ Yes ☐ No**PAST HOUSING INFORMATION**☐ Rent

Monthly Rent: \$

Monthly Utilities: \$

☐ Own

Monthly Payment: \$

Monthly Utilities: \$

Rental Address:

Landlord Name:

Phone Number:

Landlord Address:

Landlord Email:

Move in Date:

Move out Date:

Were you responsible for utilities: ☐ Yes ☐ No

If yes, which ones:

Were you ever delinquent with rent or utility payments? ☐ Yes ☐ NoWere you evicted or have utilities disconnected? ☐ Yes ☐ No

In the absence of landlord history, you must provide two professional letters of reference for your application to be considered complete. Examples of acceptable letters include those written from a current or former employer, agencies that you have a professional relationship with, organizations that you have volunteered with, etc. Letters from coworkers, family or friends are not accepted. The individual who signs the letters should provide their contact information.

Have you or any member of your household previously rented from the Antigo Housing Authority? ☐ Yes ☐ No
If yes, which apartment building?
Have any members of your household received assistance in the past (Section 8 Voucher, NEWCAP, Rural Housing, rental assisted housing with any other housing authority)? ☐ Yes ☐ No

Have you or any member of your household been charged with any felonies? ☐ Yes ☐ No
If so, who?
List dates, charges, city and state.
Has you or any member of your household ever been charged with any drug related or violent criminal activity? ☐ Yes ☐ No
If so, who?
List dates, charges, city and state.
Is any member of the household required to register as a sex offender? ☐ Yes ☐ No
If yes, who?
Do you currently owe any current or previous landlord for damages, unpaid rent or utility bills? ☐ Yes ☐ No
If yes, please explain:

Is there any other information you would like to provide us with to help evaluate your application?

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, religion, sex (including gender identity and sexual orientation), disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at the USDA Complaint Filing webpage, at any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA.

APPLICANT CERTIFICATION

I/We understand that the above information is being collected to determine eligibility and the information provided will be verified and may be released to appropriate Federal, State, and local agencies.

I/We understand in addition to verifying income, assets, and other information, a criminal background check is conducted to determine eligibility.

I/We certify that the unit applied for will be my household's permanent residence and I do not/will not maintain a separate subsidized rental unit in a different location.

Title 18, Section 1001 of the United States Code provides that whoever knowingly and willfully makes any false, fictitious, or fraudulent statement or representation, or knowingly and willfully conceals or covers up a material fact, in any matter within the jurisdiction of any department or agency of the United States, may be subject to fines and/or imprisonment.

By submitting this application, you certify that all information provided is true, complete, and correct to the best of your knowledge. You understand that providing false information or failing to disclose required information may result in denial of housing assistance, termination of benefits, and possible civil or criminal penalties under federal law.

Head of Household Signature:	Date:
Co- Head of Household Signature:	Date:



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APPLICANT/TENANT RELEASE AND CONSENT

I/We, the undersigned, hereby authorize all persons or companies in the categories listed below to release without liability, information regarding employment, income, and/or assets to Antigo Housing Authority for the purposes of verifying information and my/our apartment rental application and/or certification process. Verifications and inquiries that may be requested include but are not limited to: personal identity; student status, employment, income, assets; medical or childcare allowances. I/We understand that this authorization cannot be used to obtain any information about me/us that is not pertinent to my eligibility for and continued participation as a Qualified Tenant.

I/we hereby authorize Antigo Housing Authority to obtain information it deems necessary in the processing of my application or continuing occupancy, including credit reports, civil or criminal actions, rental history, employment/salary details, police and vehicle records, utility payment and consumption information, and any other relevant information for purposes of determining my eligibility for participation or continuing eligibility in the following affordable housing programs: Tax Credit Programs, HUD Housing – Section 8, and Rural Development programs; and release Antigo Housing Authority, its employees and agents from all liability for any damage whatsoever incurred in furnishing or obtaining such information.

I understand that the Antigo Housing Authority will deny admission and or assistance to my family because of drug-related, habitual and or violent criminal activity by any member of my family. I understand that the Housing Authority will check state and local law enforcement records to obtain this information. Furthermore, I understand that if anyone in my family is registered as a lifetime sex offender, my family will be denied admission/assistance for housing.

Additionally, I understand that if a prospective landlord makes a written request to the Antigo Housing Authority for information relevant to my rental history or my ability to comply with material standard lease terms, or any history of drug trafficking, the Housing Authority is authorized to release this information to the landlord.

This consent to disclose of confidential information may be revoked by me at any time. If, at any time, I revoke my consent, I understand that the information already released with my consent may continue to be used to complete actions already initiated.

I/We understand that previous or current information regarding me/us may be needed.

GROUPS OR INDIVIDUALS THAT MAY BE ASKED

The groups or individuals that may be asked to release the above information include, but are not limited to:

Past and Present Employers
Past and Present Landlords (including
Public Housing Agencies)
Support and Alimony Providers
Credit and Background Check Agencies

Welfare Agencies
State Unemployment Agencies
Social Security Administration
Medical and Child Care Providers

Veterans Administration
Retirement Systems
Banks and other Financial Institutions
Educational Institutions

CONDITIONS

I/We agree that a photocopy of this authorization may be used for the purposes stated above. The original of this authorization is on file and will stay in effect for a year and one month from the date signed. I/We understand I/We have a right to review this file and correct any information that is incorrect.

Applicant/Resident Signature

Date

Applicant/Resident Signature

Date

Applicant/Tenant does not have to sign this consent if it is not clear who we will provide or who will receive the information

NOTE: THIS GENERAL CONSENT MAY NOT BE USED TO REQUEST A COPY OF A TAX RETURN. IF A COPY OF A TAX RETURN IS NEEDED, IRS FORM 4506, "REQUEST FOR COPY OF TAX FORM" MUST BE PREPARED AND SIGNED SEPERATELY



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APPLICANT/TENANT RELEASE AND CONSENT

I/We, the undersigned, hereby authorize Antigo Housing Authority and its agents to contact my current and previous landlords to obtain information regarding my rental history. This information may include:

- Dates of tenancy
- Rent payment history
- Compliance with lease terms
- Reports of damage to property
- Records of complaints or disturbances

I understand that this information will be used solely for the purpose of evaluating my eligibility for housing under the guidelines of the U.S. Department of Housing and Urban Development (HUD) and applicable Fair Housing laws.

I release all current and former landlords, property managers, and their employees from any liability for providing such information in good faith. I understand that I have the right to dispute any information provided and request a correction if it is inaccurate.

I certify that the information I have provided in connection with this application is true and complete to the best of my knowledge. I understand that under Title 18, Section 1001 of the United States Code, any person who knowingly and willfully makes false or fraudulent statements to any department of the United States Government is guilty of a felony.

This consent is valid for the duration of my application process and any subsequent rental periods as necessary to verify my rental history.

Applicant Signature

Date

Applicant Signature

Date



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Disposed Asset Verification

Head of Household Name:
Co-Head of Household Name:

Has any member of your household sold or otherwise disposed of any asset during the last two years? ☐ Yes ☐ No
If no, skip to the bottom of the form to sign and date.
If yes, please complete the following:
Date assets were disposed of:
Amount received for assets:
Fair market value of assets at time of disposition:

Title 18, Section 1001 of the United States Code provides that whoever knowingly and willfully makes any false, fictitious, or fraudulent statement or representation, or knowingly and willfully conceals or covers up a material fact, in any matter within the jurisdiction of any department or agency of the United States, may be subject to fines and/or imprisonment.

Head of Household Signature:	Date:
Co- Head of Household Signature:	Date:



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Authorization for the Release of Information/Privacy Act Notice to the U.S. Department of Housing and Urban Development and the Housing Agency/Authority (HA)

U.S. Department of Housing and Urban Development, Office of Public and Indian Housing

PHA or IHA requesting release of information (full address, name of contact person, and date):

Antigo Housing Authority, Corie Zelazoski, Executive Director, 535 3rd Ave., Antigo WI 54409

Authority: Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993. This law is found at 42 U.S.C. 3544. This law requires you to sign a consent form authorizing: (1) HUD, and the Housing Agency/Authority (HA) to request verification of salary and wages from current or previous employers; (2) HUD and the HA to request wage and unemployment compensation claim information from the state agency responsible for keeping that information; and (3) HUD to request certain tax return information from the U.S. Social Security Administration and the U.S. Internal Revenue Service.

Section 104 of the Housing Opportunity and Modernization Act of 2016. The relevant provisions are found at 42 U.S.C. 1437n. This law requires you to sign a consent form authorizing the HA to request verification of any financial record from any financial institutions as defined in the Right to Financial Privacy Act (12 U.S.C. 3401)), whenever the HA determines the record is needed to determine an applicant's or participant's eligibility for assistance or level of benefits.

Purpose: In signing this consent form, you are authorizing HUD and the above-named HA to request income information from the sources listed on the form. HUD and the HA need this information to verify your household's income, in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. HUD and the HA may participate in computer matching programs with these sources in order to verify your eligibility and level of benefits.

Uses of Information to be Obtained: HUD is required to protect the income information it obtains in accordance with the Privacy Act of 1974, 5 U.S.C. 552a. HUD may disclose information (other than tax return information) for certain routine uses, such as to other government agencies for law enforcement purposes, to Federal agencies for employment suitability purposes and to HAs for the purpose of determining housing assistance. The HA is also required to protect the income information it obtains in accordance with any applicable State privacy law. HUD and HA employees may be subject to penalties for unauthorized disclosures or improper uses of the income information that is obtained based on the consent form. **Private owners may not request or receive information authorized by this form.**

Who Must Sign the Consent Form: Each member of your family who is 18 years of age or older must sign the consent form. Additional signatures must be obtained from new adult member joining the family or whenever members of the family become 18 years of age.

Persons who apply for or receive assistance under the following programs are required to sign this consent form:

- Public Housing
- Housing Choice Voucher
- Section 8 Moderate Rehabilitation

Failure to Sign Consent Form: Your failure to sign the consent form may result in the denial of eligibility or termination of assisted housing benefits, or both. Denial of eligibility or termination of benefits is subject to the HA's grievance procedures and Section 8 informal hearing procedures.

Revocation of consent: If you revoke consent, the PHA will be unable to verify your information, although the data matches between HUD and other agencies will continue to automatically occur in the Enterprise Income Verification (EIV) System if the family is not terminated from the program.

Sources of Information to be Obtained

State Wage Information Collection Agencies. (This consent is limited to wages and unemployment compensation I have received when I have received assisted housing benefits.)

U.S. Social Security Administration (HUD only) (This consent is limited to the wage and self-employment information and payments of retirement income as referenced at Section 6103(l)(7)(A) of the Internal Revenue Code.)

U.S. Internal Revenue Service (HUD only) (This consent is limited to unearned income [i.e., interest and dividends].)

Information may also be obtained directly from: (a) current and former employers concerning salary and wages; and (b) financial institutions as defined in the Right to Financial Privacy Act (12 U.S.C. 3401), whenever the HA determines the record is needed to determine an applicant's or participant's eligibility for assistance or level of benefits. I understand that income information obtained from these sources will be used to verify information that I provide in determining eligibility for assisted housing programs and the level of benefits. Therefore, this consent form only authorizes release directly from employers and financial institutions of information.

Consent: I consent to allow HUD or the HA to request and obtain income information from the sources listed on this form for the purpose of verifying my eligibility and level of benefits under HUD's assisted housing programs. I understand that HAs that receive income information under this consent form cannot use it to deny, reduce or terminate assistance without first independently verifying what the amount was, whether I actually had access to the funds and when the funds were received. In addition, I must be given an opportunity to contest those determinations.

This consent form remains effective until the earliest of (i) the rendering of a final adverse decision for an assistance applicant; (ii) the cessation of a participant's eligibility for assistance from HUD and the PHA; or (iii) The express revocation by the assistance applicant or recipient (or applicable family member) of the authorization, in a written notification to HUD or the PHA.

Signatures:

_____ Head of Household		_____ Date	
_____ Social Security Number (if any) of Head of Household		_____ Other Family Member over age 18	
		_____ Date	
_____ Spouse		_____ Other Family Member over age 18	
		_____ Date	
_____ Other Family Member over age 18		_____ Other Family Member over age 18	
		_____ Date	
_____ Other Family Member over age 18		_____ Other Family Member over age 18	
		_____ Date	

Privacy Advisory. Authority: The Department of Housing and Urban Development (HUD) is authorized to collect this information by the U.S. Housing Act of 1937 (42 U.S.C. 1437 et. seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), and by the Fair Housing Act (42 U.S.C. 3601-19). Purpose: This form authorizes HUD and the above-named HA to request income information to verify your household's income in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. Failure to provide any of the requested information may result in a delay or rejection of your eligibility approval.

Penalties for Misusing this Consent: HUD and the HA (or any employee of HUD or the HA) 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 the form HUD 9886 is restricted to the purposes cited on the form HUD 9886. 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 or the HA for the unauthorized disclosure or improper use.

OMB Burden Statement. The public reporting burden for this information collection is estimated to be 0.16 hours for new admissions and .08 hours for household members turning 19, including the time for reviewing, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Collection of information income and assets is required for program eligibility determination purposes. The submission of the consent form is necessary (form-HUD 9886) so that PHAs can carry out the requirements of Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993 (42 U.S.C. 3544) and Section 104 of HOTMA to ensure that HUD and PHAs can verify eligibility and income information for applicants and participants. This information collection is protected from disclosure by the Privacy Act. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, Washington, DC 20410. When providing comments, please refer to OMB Approval No. 2577-0295. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.



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Social Security and SSI Administration Verifications

The Social Security Administration office no longer allows us to verify your Federal Social Security or SSI.

Therefore, you must provide us with a copy of your most recent Benefit Statement from them showing what your monthly benefit is for the **current** year.

If you do not have this Benefit Statement, you may call the Wausau Office at 1-855-269-9186 and tell them you need a **Proof of Income** letter. Or, you may contact the Federal Social Security Office at 1-800-772-1213.

If you wish to access your information through their website, you can sign in or create an account at www.socialsecurity.gov, click on "Sign In", in the upper right hand corner, and follow the directions to create an account or to sign in to your existing account and print out your benefit statement showing your current monthly benefit.

Once you receive this information, please provide it to our office as soon as possible as we cannot continue with your paperwork or renew your lease until we receive it. Thank you.

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Your personal *my* Social Security account is the fastest, most efficient way to get your benefit verification letter.

Contacting Us

The most convenient way to do business with us is to visit www.ssa.gov to get information and use our online services. There are several things you can do online: apply for most types of benefits; start or complete your request for an original or replacement Social Security card; find publications; and get answers to frequently asked questions.

If you don't have access to the internet, we offer many automated services by telephone, 24 hours a day, 7 days a week, so you may not need to speak with a representative.

If you need to speak with someone, call us toll-free at **1-800-772-1213** or at our TTY number, **1-800-325-0778**, if you're deaf or hard of hearing. A member of our staff can answer your call from 8 a.m. to 7 p.m., Monday through Friday. We provide free interpreter services upon request. For quicker access to a representative, try calling early in the day (between 8 a.m. and 10 a.m. local time) or later in the day. **We are less busy later in the week (Wednesday to Friday) and later in the month.**

If you live outside of the United States, visit the Social Security Office of Earnings & International Operations page to find the office that serves your country of residence.



Securing today
and tomorrow

Social Security Administration
Publication No. 05-10056
September 2023 (Recycle prior editions)
Get Your Benefit Verification Online with *my* Social Security
Produced and published at U.S. taxpayer expense



Get Your Benefit Verification Online with *my* Social Security

Social Security is with you throughout life's journey, providing tools and information to help secure today and tomorrow for you and your family. Our online services allow you to do business with us from the comfort of your preferred location at your convenience. You can get up-to-date information without sitting in traffic or waiting in lines or on the phone.

There may come a time, like when applying for a mortgage, loan, or housing, when you need proof of your retirement, disability, Supplemental Security Income (SSI), or Medicare benefits. We can provide you with a benefit verification letter, sometimes called a "budget letter," a "benefits letter," a "proof of income letter," or a "proof of award letter." You may also need proof that you have never received Social Security benefits or SSI or proof that you have applied for benefits.

You can get a benefit verification letter online instantly by using your personal *my* Social Security account. If you don't have an account, you can create one at any time. It's easy, convenient, and secure. To set up your account, visit www.ssa.gov/myaccount and select, "Create an Account."

Because protecting you and your identity is important, we use strict identity verification and security features. You can use one of two credential service providers to verify your identity: **Login.gov** or **ID.me**.

For **Login.gov**:

- Select "Sign in with **Login.gov**."
- Select "Create an account."
- Follow the rest of the steps.

For **ID.me**:

- Select "Sign in with **ID.me**."
- Select "Create an **ID.me** account."
- Follow the rest of the steps.

Note:

- If you already have a **Login.gov** or **ID.me** account, you can select the appropriate button to sign in and access your personal *my* Social Security account.
- Customers who have a foreign address can register and sign in with **ID.me** to access their personal *my* Social Security account.

Once you create your account, you can instantly view, save, or print your official benefit verification letter.

With your personal *my* Social Security account, you can do a lot more. If you receive benefits, you can:

- Check your benefit and payment information and your earnings record.
- Change your address and phone number. (Social Security beneficiaries in the U.S. only)
- Change direct deposit of your benefit payment. (Social Security beneficiaries in the U.S. only)
- Request a replacement Medicare card.
- Get a replacement SSA-1099 or SSA-1042S for tax season.

If you do not receive benefits, you can:

- Check the status of your application or appeal.
- Get your *Social Security Statement* to review estimates of your future retirement, disability, and survivors benefits.
- View your earnings to verify the amounts that we posted are correct.
- See the estimated Social Security and Medicare taxes you've paid.

In most areas of the U.S., you can also use your personal *my* Social Security account to request a replacement Social Security card, as long as you meet certain requirements.



APPLYING FOR HUD HOUSING ASSISTANCE?

**THINK ABOUT THIS...
IS FRAUD WORTH IT?**

Do You Realize...

If you commit fraud to obtain assisted housing from HUD, you could be:

- Evicted from your apartment or house.
- Required to repay all overpaid rental assistance you received.
- Fined up to \$10,000.
- Imprisoned for up to five years.
- Prohibited from receiving future assistance.
- Subject to State and local government penalties.

Do You Know...

You are committing fraud if you sign a form knowing that you provided false or misleading information.

The information you provide on housing assistance application and recertification forms will be checked. The local housing agency, HUD, or the Office of Inspector General will check the income and asset information you provide with other Federal, State, or local governments and with private agencies. Certifying false information is fraud.

So Be Careful!

When you fill out your application and yearly recertification for assisted housing from HUD make sure your answers to the questions are accurate and honest. You must include:

All sources of income and changes in income you or any members of your household receive, such as wages, welfare payments, social security and veterans' benefits, pensions, retirement, etc.

Any money you receive on behalf of your children, such as child support, AFDC payments, social security for children, etc.

Any increase in income, such as wages from a new job or an expected pay raise or bonus.

All assets, such as bank accounts, savings bonds, certificates of deposit, stocks, real estate, etc., that are owned by you or any member of your household.

All income from assets, such as interest from savings and checking accounts, stock dividends, etc.

Any business or asset (your home) that you sold in the last two years at less than full value.

The names of everyone, adults or children, relatives and non-relatives, who are living with you and make up your household.

(Important Notice for Hurricane Katrina and Hurricane Rita Evacuees: HUD's reporting requirements may be temporarily waived or suspended because of your circumstances. Contact the local housing agency before you complete the housing assistance application.)

Ask Questions

If you don't understand something on the application or recertification forms, always ask questions. It's better to be safe than sorry.

Watch Out for Housing Assistance Scams!

- Don't pay money to have someone fill out housing assistance application and recertification forms for you.
- Don't pay money to move up on a waiting list.
- Don't pay for anything that is not covered by your lease.
- Get a receipt for any money you pay.
- Get a written explanation if you are required to pay for anything other than rent (maintenance or utility charges).

Report Fraud

If you know of anyone who provided false information on a HUD housing assistance application or recertification or if anyone tells you to provide false information, report that person to the HUD Office of Inspector General Hotline. You can call the Hotline toll-free Monday through Friday, from 10:00 a.m. to 4:30 p.m., Eastern Time, at 1-800-347-3735. You can fax information to (202) 708-4829 or e-mail it to Hotline@hudoig.gov. You can write the Hotline at:



HUD OIG Hotline, GFI
451 7th Street, SW
Washington, DC 20410