

# Consolidated Homeless Grant Certification of Payment Obligation



“Landlord” includes property manager/owner or other person authorized to seek rent payment, including friend/family.

**Instructions for service provider if tenant is applying:** Complete Sections 1, 2, and 3 with head of household. Service provider gathers necessary information to complete Section 4. Head of household certifies Section 5. Landlord certifies Section 6.

**Instructions for landlord if landlord is applying on behalf of tenant:** Complete Sections 1, 2, 3, and 4. Service provider works with tenant to complete Section 5. Landlord certifies Section 6. The service provider will contact the tenant to determine eligibility. Submitting this form does not guarantee payment.

1. Household Housing Status (check one)	
<input type="checkbox"/>	Household currently lives with friend/family and owes rent
<input type="checkbox"/>	Household is moving in with friend/family Move In Date: _____
<input type="checkbox"/>	Landlord is applying on behalf of tenant to collect past due rent

2. Household Information			
Name			
Phone		Email	
Address where household is staying or will stay			
Street			
City		State/ZIP Code	

3. Landlord Information			
Name			
Phone		Email	
Address where rent payment should be sent			
Street			
City		State/Zip Code	

4. Rental and Payment Information			
Agreement End Date <input type="checkbox"/> _____ (enter date)		<b>OR</b>	Month-to-Month Agreement <input type="checkbox"/>
Monthly Payments			
Monthly Rent Amount			
Monthly Utility Amount		Monthly Utility Amount	
Past Due, including current month			
Rent	Total amount due		
	Months for which payment is due		
Utilities	Total amount due		
	Months for which payment is due		
Complete the following for utility payments			
Utility provider			
Account number			
Utility provider			
Account number			



**5. Household Certification**

I certify that the above information is true and accurate to the best of my knowledge.

*Signature*

*Date*

**6. Landlord Certification**

I certify that I will accept the above payment(s) to provide housing for the household and I understand the definition of fraud and that committing fraud is a criminal act.

*Signature*

*Date*

*Rental assistance programs are obligated to report fraud to law enforcement, the Attorney General's Office, and the Department of Commerce. Fraud is a criminal act in which individuals, groups, or businesses steal taxpayers' monies from local State and Federal programs. Tenants and landlords who make false statements regarding their income or family size, alter official documents, or provide otherwise false information in order to collect rent payments, are committing fraud.*