

## Owner Certification

The Section 8 Rental Assistance Program, through the Department of Housing and Urban Development, (HUD) requires public housing agencies to verify several things in relation to Landlords/Owners participating in the program.

*Please initial each item verifying that you have read and understand the requirement.*

- \_\_\_\_\_ The landlord/owner of the assisted unit is not a relative of any member of the assisted household. This is defined as the spouse, parent, child, grandparent, grandchild, sister, or brother of any member of the family residing in the contract unit.
- \_\_\_\_\_ The landlord/owner does not have any interest, direct or indirect, with any employee of the Housing Authority of Billings, contractors, or subcontractors of the Housing Authority and is not a relative of any staff member of the Housing Authority of Billings.
- \_\_\_\_\_ The landlord/owner is not required to register as a sexual or violent offender.
- \_\_\_\_\_ The landlord/owner has not engaged in any drug-related or violent criminal activity.
- \_\_\_\_\_ The landlord/owner does not live, and will not live in, nor will the owner use the address as their legal/mailing address, while it is assisted.
- \_\_\_\_\_ The landlord/owner is the legal owner of the property or the authorized agent of the legal owner and is not subleasing it.
- \_\_\_\_\_ The landlord/owner will not establish "side deals" with the tenant, such as charging or accepting payment rent above and beyond what the Housing Assistance Payment contract provides as the contract rent; requiring the tenant pay utilities to the owner/landlord that should be paid directly to the utility supplier if the tenant is required to pay utilities; or the tenant working off portions of the rent.
- \_\_\_\_\_ The landlord/owner will require the tenant to pay their portion of the rent, monthly, according to the Housing Assistance Payment Contract.
- \_\_\_\_\_ The landlord/owner will notify the Housing Authority of Billings immediately if household composition changes (unauthorized persons), or if unit is vacated.
- \_\_\_\_\_ The landlord/owner will notify the Housing Authority of Billings of any lease violations by providing a copy of notice sent to tenant to the Housing Authority of Billings.
- \_\_\_\_\_ The landlord/owner has not been disbarred, suspended or is subject to a limited denial of participation from any federal programs.
- \_\_\_\_\_ The landlord/owner does not have any unpaid state or local real estate taxes, fines, or assessments.

This form was completed by:       Owner       Property Manager       Other

\_\_\_\_\_  
Landlord/Owner (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date Completed & Signed