

## **Resident Annual Income Self- Recertification**

**Purpose:** For tax credit properties that have been approved for the IRS recertification waiver or the Commission's Post-Year 15 waiver, this form must be completed by each qualified household at the time of their recertification.

### **General Information:**

The Commission works closely with several other public funding agencies that require annual recertifications. Most of these agencies do not require third-party verification of income for a recertification. If the approved property receives funding from one of these other agencies, their qualified households must self-certify their income and student status annually on this form.

This form **cannot** be used at initial certification and **cannot** be used by any property that has not been approved for the IRS recertification waiver or the Commission's Post-Year 15 waiver.

### **Specific Instructions:**

1. Enter property name and unit number.
2. Enter name of household.
3. Enter number of persons in the household.
4. Enter GROSS household income for next twelve months.
5. Check appropriate demographic box, based on race/ethnicity of head of household.
6. Check appropriate box to describe student status of household.
7. Head of household signs and dates here.
8. Spouse or co-head signs and dates here (if applicable).

**Property Manager  
may fill the first  
three lines out**

**Lines 4 thru 8  
MUST be filled out  
by Head of  
Qualified  
Household**