



## TENANT INCOME AND RENT CERTIFICATION FORM (HUD)

AFFORDABLE UNIT ADDRESS: \_\_\_\_\_  
NAME OF OWNER: \_\_\_\_\_ IS OWNER LIVING ON SITE? ☐ Yes ☐ No  
OWNER EMAIL: \_\_\_\_\_ OWNER PHONE #: \_\_\_\_\_  
TYPE OF UNIT: ☐ ADU ☐ INC(A) ☐ Single Family UNIT SIZE: ☐ studio **OR** # \_\_\_\_\_ Br \_\_\_\_\_ Ba

**IS THIS UNIT BEING RENTED?** ☐ Yes (if yes, please complete this form) ☐ No (if no, please sign owner certification on pg. 2)

RENTAL RATE: \$ \_\_\_\_\_ per month \_\_\_\_\_ % AMI (30%, 50%, 80% Area Median Income)

Check all tenant-paid utilities: ☐ Gas/Electric ☐ Water ☐ Sewer ☐ Trash

Same tenant as previous year? ☐ Yes ☐ No

### HOUSEHOLD COMPOSITION

	Full Name	Relationship to Head of Household	Date of Birth
1		HEAD	
2			
3			
4			
5			
6			

### SOURCE DOCUMENTATION (Check applicable and include with this form)

- ☐ Tax Return ☐ Social Security/Supplementary Income  
☐ Pay Stubs (3 months) ☐ Unemployment or Public Assistance

### GROSS ANNUAL INCOME (include each adult over 18 yrs. old)

Full Name	Employment / Wages	Soc. Security/Pensions	Public Assistance	Other Income
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
<b>TOTALS</b>	<b>a. \$</b>	<b>b. \$</b>	<b>c. \$</b>	<b>d. \$</b>

ENTER TOTAL FROM ALL INCOME LISTED ABOVE (a-d):

1. \$

### INCOME FROM ASSETS

Full Name	Type of Asset (checking, savings, 401K, etc)	Current Cash Value of Asset	Annual Income from Asset (Interest or Dividends)
		\$	\$
		\$	\$
		\$	\$
		\$	\$
<b>TOTALS</b>		<b>2. \$</b>	<b>3. \$</b>

If line 2 is greater than \$5,000, multiply line 2 by 0.80% passbook rate and enter here:

4. \$

**TOTAL INCOME FROM ASSETS:**  
Enter the greater of line 3 or 4:

5. \$

**TOTAL ANNUAL HOUSEHOLD INCOME FROM ALL SOURCES (lines 1 & 5)**

6. \$



**CERTIFICATION**

**OWNER CERTIFICATION**

I have read the information submitted above, and certify that the information is accurate and complete to my/our knowledge. I/We acknowledge and understand that a material misstatement fraudulently made in this affidavit or in any other statement made by me in connection with the affordability restriction recorded against this property will constitute a federal violation punishable by fine and abatement of use of subject property, which will be in addition to any criminal penalty imposed by law.

☐ By checking this box, I certify under penalty of perjury that all acknowledgments associated with this application and documents submitted are correct and true.

\_\_\_\_\_  
Please Print or Type Signatory's Name

\_\_\_\_\_  
Date

**TENANT CERTIFICATION**

I, \_\_\_\_\_ (name) certify that I currently reside at \_\_\_\_\_ (address), and that my household's annual gross income is \$ \_\_\_\_\_ and my monthly rental payment is \$ \_\_\_\_\_. I have read the information submitted above, and certify that the information is accurate and complete to my knowledge. I/We acknowledge and understand that a material misstatement fraudulently made in this affidavit or in any other statement made by me in connection with the affordability restriction recorded against this property will constitute a federal violation punishable by fine and abatement of use of subject property, which will be in addition to any criminal penalty imposed by law.

☐ By checking this box, I certify under penalty of perjury that all acknowledgments associated with this application and documents submitted are correct and true.

\_\_\_\_\_  
Please Print or Type Signatory's Name

\_\_\_\_\_  
Date



## **2022 INCOME AND RENTAL LIMITS**

The maximum allowable income and rental rates are based on the Area Median Income (AMI) levels for the County of San Diego, established by the **Department of Housing and Urban Development (HUD)**. These levels are effective April 18, 2022, and are adjusted annually.

For 2022, the **household income** limits are:

For 2022, the **maximum rental** limits are:

Household Size	Maximum Gross Annual Household Income			Unit Size	Maximum Rent*		
	30% AMI (Extremely Low Income)	50% AMI (Very Low Income)	80% AMI (Low Income)		30% AMI (Extremely Low Income)	50% AMI (Very Low Income)	80% AMI (Low Income)
1	\$27,350	\$45,550	\$72,900	Studio	\$684	\$1,139	\$1,823
2	\$31,250	\$52,050	\$83,300	1-Bd	\$781	\$1,301	\$2,083
3	\$35,150	\$58,550	\$93,700	2-Bd	\$879	\$1,464	\$2,343
4	\$39,050	\$65,050	\$104,100	3-Bd	\$976	\$1,626	\$2,603
5	\$42,200	\$70,300	\$112,450	4-Bd	\$1,055	\$1,758	\$2,811
6	\$45,300	\$75,500	\$120,800	5-Bd	\$1,133	\$1,888	\$3,020
7	\$48,450	\$80,700	\$129,100	6-Bd	\$1,211	\$2,018	\$3,228
8	\$51,550	\$85,900	\$137,450				

*\*Allowance for tenant-paid utilities must be deducted from rent. See the most recent Utility Allowance Schedule published by the Encinitas Housing Authority.*