

Date:

IMPORTANT ANNUAL RE-EXAMINATION INFORMATION PLEASE RETURN BY:

Owner/Manager:			Tenant:		
De	ear Owner/Manager:				
	e above-named tenant has an angease complete the following:	nual re-examination	scheduled to be effective f	or	
1.				not complete this question the CDA w Yes No Do not know, will noti	
	If yes, please indicate the incitenant of this increase. You m Does this include the garage	ay request one rer	You are req nt increase in a twelve-mo	uired to provide <u>proper notice</u> to the nation of the period.	ıe
	If yes, is the garage optiona	!?	☐ Yes ☐ No		
	If yes, how much is attribute	d to the garage? \$			
	Does this include pet rent?		☐ Yes ☐ No		
	Reason for rent increase:				
	and HAP contract. I/We will not be renewing this tel M The CDA is required to gather in	lake sure the CDA r	receives a copy of this move		
	more than other units. Please co		g for any additional units the	at you own:	
	Unit Address/Number		Bedroom size	Amount of most recent rent	
5.	Do the utilities currently included ☐ Yes ☐ No If no, please e		t, as indicated in the current	•	
6.	What year was this unit built?		(New HUD regulations re	equire us to report this information.)	
7.	Is this a tax credit unit/property?		☐ Yes ☐ No		
8.	Do you intend to sell this unit wit	hin the next 12 mor	nths?		
	PLEASE COMPLETE THE ATT	ACHED UTILITIES	AND AMENITIES CERTIF	ICATION ON THE REVERSE SIDE.	
Ov	vner/Manager Signature	Date	Phone Number	EMAIL	-
RE	IE ANNUAL RE-CERTIFICATION PA CERTIFICATION UNLESS THERE HOU WILL BE NOTIFIED OF THE REN	IAS BEEN A DELAY I	IN VERIFICATION OF THE TE	ENANT'S INFORMATION. AT THAT TIME	Ξ
	you have any questions regarding	the above informati	ion, please feel free to call.	Thank you for your cooperation.	
	ncerely,				
ıа	<u>ımi B.</u> , Rental Assistance Speciali	Sī			

Please fill front and back of this form and return.

UPDATES:

The CDA website is located at washingtoncountycda.org. Once on the website please look at Our Organization/Library/Landlord information for the following documents:

- 1) The New Washington County CDA Landlord Handbook: The handbook discusses many frequently asked questions regarding the rental assistance programs and the inspection process.
- 2) Information on Landlord responsibilities under the 2013 Violence Against Women Act (VAWA): This Federal legislation provides protection for all persons who are victims of sexual assault, stalking, domestic abuse and dating violence.
- 3) Changes in Inspections: HUD has changed the definition of lifethreatening conditions for Housing Quality Standards. Please check out this new definition on our website.
- 4) Carbon Monoxide detectors are now required in all units with gas powered appliances