

## Proof of Property Ownership and Agent

### Participant and Property Information

Name of AHAH Participant: \_\_\_\_\_

Rental Unit Property Address Requiring Verification: \_\_\_\_\_

#### How is the ownership of the property held?

Individual    Corporation    LLC    Trust    Other: \_\_\_\_\_

### Owner Information *(must be completed even if the property is managed by a third party)*

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

#### Please attach one of the following for Proof of Ownership:

- Property or Parcel Search Print-Out (pulled from the county Geographical Information System (GIS))
- Current Tax Affidavit showing ownership
- Copy of the property deed.

### Property Manager Information *(Complete this section if management and/or collection of the assistance payment is to be conducted by an individual or management agent other than the owner.)*

Property Manager Name: \_\_\_\_\_

Property Manager Address: \_\_\_\_\_

Property Manager Phone Number: \_\_\_\_\_

Property Manager Email: \_\_\_\_\_

#### Please attach the following for Proof of Right to Manage the Property:

- Property management agreement/contract
- Signed and notarized letter from the property owner stating the legal right of the above named agency/individual to manage this property on their behalf.

#### Housing Owner/Agent Certification:

By signing this form, I certify I am currently *(select one)*:

- The legal owner of the unit to be rented **-OR-**  The legally designated property manager of the unit to be rented and I have provided the requested documents for proof of ownership and proof of right to manage the property, as applicable.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_