



neighbor to neighbor
opening doors. advancing lives.

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242 conifer st
fort collins, co 80524
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loveland office
1511 e 11th st, ste 210
loveland, co 80537
970-663-4163



Non-Income Verification

_____ is not receiving
(Resident Name) and (Address)
any income from any of the following sources:

Initial

- Employment
- TANF
- SSI
- Child Support
- Money from family, friends or other sources

When any income is received, it must be reported within 10 days. If not reported, rent assistance may be terminated.

According to paragraph 16 of your signed lease, **Reporting Changes Between Regularly Scheduled Re-Certifications:**

- a. If any of the following changes occur, the Tenant agrees to advise the Landlord immediately.
1. Any household member moves out of the unit.
 2. An adult member of the household who was reported as unemployed on the most recent certification or re-certification obtains employment.
 3. The household's income cumulatively increases by \$200 or more per month.

Penalties for submitting false information (paragraph 25 of your lease agreement), "include fines up to \$10,000 and imprisonment for up to five years."

By signing this form, you are stating you are not receiving any income. This form must be signed every month until circumstances change.

Head of Household: _____ Date: _____

Spouse / CO Head: _____ Date: _____

SEE BACK FOR MANDATORY WORKSHEET

Non-Income Worksheet Questionnaire:

1. How does your family pay for weekly groceries?

2. How does your family pay for weekly cleaning, grooming and paper products?

3. Do you own a car? If yes, how do you pay for the registration and insurance?

4. Do you have cable TV or Satellite television? If yes, how do you pay for this?

5. How do you pay for clothing?

6. Are you or anyone in the household a smoker? If yes, how do you pay for your cigarettes?

7. Do you have a phone? If yes, how do you pay for the phone?

8. What type of internet connection do you have? If you have one, how do you pay for this?

9. How do you or how will you pay for your utilities?

10. How do you pay for any medical expenses that might arise?

Resident print
Date

Resident sign

By signing this worksheet you agree to allow Neighbor to Neighbor to verify any answers by whatever means necessary in a respectful manor. Any false information can be punishable by up to but not limited to 5 years imprisonment and \$10,000 fine.

Neighbor to Neighbor Representative

Sign & Position

Date