

Section 8 Family Obligations

These obligations apply to everyone living in your household.

If you do not meet these obligations you could lose your Section 8 assistance.

HOUSEHOLD INCOME

You must:

- Report in writing full and complete financial information for every household member at all annual and interim re-examinations.
- Report all income including, but not limited to, income from jobs, social security, child support, TANF, Unemployment, Retirement/Pensions, monthly gifts, and all assets such as bank accounts, vehicles, property, inc.

HOUSEHOLD MEMBERS

You must:

- Request approval from CHA and the landlord before allowing anyone (including family members, foster children, and live-in aides) to live with you.
- Report birth, adoption or court-awarded custody of a child to CHA in writing within ten business days of the event.
- Inform CHA in writing if any household member has moved out or will be absent from the unit within 10 business days when they leave.

REQUIRED DOCUMENTATION

You must:

- Ensure that all information provided to the CHA is true and complete.
- Provide any information CHA requests regarding household income and assets.
- Sign and submit consent forms allowing CHA to obtain income, assets and social security information.
- Disclose and verify the Social Security numbers of all household members upon request.
- Provide evidence of citizenship or immigration status.
- Provide any additional information necessary to administer the Section 8 Program.

OWNERSHIP OF THE UNIT

You must not:

- Own or have an ownership interest in the unit.
- Rent from a relative who is the parent, stepparent, child, stepchild, grandparent, grandchild, sister, sister-in-law, brother, brother-in-law, spouse or domestic partner of you or anyone in your household.

HOUSING QUALITY STANDARD (HQS)

You must:

- Allow CHA to inspect your unit at reasonable times after reasonable notice.
- Maintain the unit in good condition. This includes paying for any utilities that are your responsibility and supplying and maintaining any appliances you agreed to provide.
- Repair any damage caused by you, any household members or your guest in a timely manner.

RENTAL AGREEMENT

You must:

- Use your unit primarily as a residence.
- Get approval from CHA and the property owner before operating a business out of your unit.

You must not:

- Commit any serious or repeated violations of your lease agreement, such as not paying your portion of the rent on time every month.
- Pay the landlord more than your portion of the rent.
- Sublet or rent part of your unit or your entire unit to someone else.
- Have more than residence.

MOVING & EVICTIONS

You must:

- Give the landlord written notice if you want to move out according to the lease (usually 30 days' notice after the initial lease term).
- Give CHA a copy of the notice you give the owner, with the owner's signature
- Give CHA a copy of any eviction notice you receive within 5 business days.

FRAUD & CRIMINAL ACTIVITY

You or any member of your household must not:

- Commit fraud, bribery or any other corrupt or criminal act in connection with Section 8.
- Engage in drug-related, violent criminal, or other criminal activity.
- Engage, in, or threaten, abusive or violent behavior toward CHA staff.
- Receive more than one form of housing assistance for the same unit or different units at the same time.

This form is a summary of CHA's Administration Plan and the CFR's for the Section 8 Program.