

Notice of Potential Failure to Report Employment / Income / Change in Income

Date

To: _____

Property: _____
Address: _____

Telephone: _____

TDD #711

Dear _____:

Owner/agents are required to use HUD's Enterprise Income Verification System (EIV) to monitor compliance with HUD requirements. This system provides information about certain earned and unearned income for all household members indicated on your lease and/or on HUD form 50059.

Information provided by EIV indicates that you or someone in your household may have:

- Failed to report certain employment/income or
- Failed to report a change in your income or family composition.

One of the following situations has occurred:

- EIV information provided is not current or correct.
- You or a household member has failed to fully and accurately disclose employment or income information as required.

If you failed to fully and accurately disclose employment/income information, this is a violation of paragraph 15 or 16(A) 2&3 of your lease.

To investigate the information provided by HUD, owner/agents are required to meet with you to discuss the discrepancy. During that meeting, you will be asked to provide and/or sign paperwork required to:

- Verify the information you provide,
- Recalculate assistance/rent if necessary and
- Return, to HUD, any assistance paid in error.

The meeting must occur no later than the close of business on _____ (10 days from the date of this letter). If you do not respond by this date, the owner/agent will begin the process to terminate tenancy (eviction).

In compliance with HUD rules, failure to schedule and attend this meeting by the date indicated above will result in termination of assistance beginning the first of the month following the deadline. This means that your rent will increase to \$ _____ (market rent).

This may also be considered a material lease violation, which could result in additional penalties including eviction and pursuit of fraud.

If you subsequently submit the required information, the owner will recalculate the rent based on HUD rules. If the new calculation results in a reduction of the tenant rent, this rent decrease will take effect on the first of the month after you have submitted all required paperwork.

If you have any questions about this letter, please contact the management office. Your response to this letter does not preclude you from exercising other avenues available if you believe that you are being discriminated against on the basis of race, color, religion, sex, national origin, familial status, or disability.

Signature of Manager

cc: Applicant File

Penalties for Misusing this Information

Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willingly requests, obtains, or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages and seek other relief, as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the Social Security Act at **208 (a) (6), (7) and (8).** Violations of these provisions are cited as violations of 42 USC **408 (a) (6), (7) and (8).**