



Mansfield
MHA
 Housing Authority

Equal Housing
 Opportunity

Statement of Family Obligations

Below is a listing of obligations for families participating in the Section 8 program. These obligations include responsibilities the family is required to fulfill, as well as prohibited actions. The family must follow all of the rules below in order to participate in the Section 8 program. Please be advised that if you or any family member violates and/or fails to act on any one of these requirements, Mansfield Housing Authority may terminate your housing assistance. If you do not understand these obligations, or if you have any questions, please ask a Section 8 staff member for assistance.

FAMILY CERTIFICATION:

I have carefully read this entire statement and understand that all family members are responsible for fulfilling these obligations. I understand that any violation of these obligations, including failure to act or report information, may result in termination of my housing assistance. I understand that a telephone call does not constitute proper notification and that all notifications must be in writing and include the date, my name, address and phone number.

Head of Household Signature _____ Date: _____

Family Member Over 18, Signature _____ Date: _____

Family Member Over 18, Signature _____ Date: _____

Family Member Over 18, Signature _____ Date: _____

TIME FRAMES FOR REPORTING CHANGES

When family obligations require you to respond to a request or notify Mansfield Housing Authority of a change, you must respond or notify Mansfield Housing Authority in writing within 30 days, unless otherwise noted in Mansfield Housing Authority's correspondence.



Family Obligations Under The Section 8 HCV Program

The Family Must:

1. Supply any information that the MHA or HUD determines to be necessary including evidence of citizenship or eligible immigration status, and information for use in a regularly scheduled re-examination or interim re-examination of family income and composition.
2. Disclose and verify social security numbers and sign and submit consent forms for obtaining information.
3. Supply any information requested by the MHA to verify that the family is living in the unit or information related to family absence from the unit.
4. Promptly notify the MHA in writing when the family is away from the unit for an extended period of time in accordance with MHA policies.
5. Allow the MHA to inspect the unit at reasonable times and after reasonable notice.
6. Notify the MHA and the owner in writing before moving out of the unit or terminating the lease.
7. Use the assisted unit for residence by the family and it must be the family's only residence.
8. Promptly notify the MHA in writing of the birth, adoption or court awarded custody of a child or children.
9. Request MHA written approval to add any other family member as an occupant of the unit.
10. Promptly notify the MHA in writing if any family member no longer lives in the unit.
11. Give the MHA a copy of any owner eviction notice.
12. Pay utility bills and provide and maintain any appliances that the owner is not required to provide under the lease

The Family Must Not:

1. Own or have any interest in the unit (other than a cooperative, or the owner of a manufactured home leasing space).
2. Commit any serious or repeated violations of the lease (i.e., non-payment of rent).
3. Commit fraud, bribery, or any other corrupt or criminal act in connection with the program.
4. Participate in illegal drug activity or violent crimes activity.
5. Sublease or assign the unit to someone else or transfer the unit.
6. Receive housing assistance while receiving another housing subsidy for the same or different unit.
7. Damage the unit or permit a guest to damage the unit beyond reasonable wear and tear.