



PBV-Tenant Eligibility Checklist

New Hampshire Housing must receive the following information for each applicant for a PBV property:

- Updated **Marketing Declaration Form** (completed and signed within the last 60 days) must be supplied with each applicant file, regardless of when the applicant applied to New Hampshire Housing.
- Copy of **PBV waiting list** with the applicant's name on it.
- Citizenship** verification for each family member.
- Social Security** number verification for each family member.
- Copy of **Birth certificates** for each family member.
- Signed **HUD 9886** for all family members over 18.
- Signed **New Hampshire Housing Release** for all family members over 18 years.
- 3rd party verification of all **assets** dated within the last 60 days.
- 3rd party verification of all **income** dated within the last 60 days.
- 3rd party verification of all **deductions** dated within the last 60 days.
- If available, a **copy of Criminal Record** for each family member 18 years and over (supplied to New Hampshire Housing by the applicant).
- Self affidavit** for release of Criminal record.
- HUD 52675-Debts owed** for each family member 18 years and over
- Request for Tenancy form** and the **W-9**.

If an applicant indicates that they have had previous rental assistance, further verifications may be required by New Hampshire Housing in order to determine eligibility.

If an applicant indicates that they have had any previous drug related or violent criminal activity New Hampshire Housing will require further documentation to determine eligibility.

If any of the adult household members are subject to the lifetime registration under the state sex offender laws, the applicant is ineligible for assistance through New Hampshire Housing.

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