PROJECT-BASED VOUCHER (PBV) TENANT ELIGIBILITY CHECKLIST

New Hampshire Housing must receive the following information for each applicant for a Project-Based Voucher (PBV) property:

We will need the following forms signed, or filled out and signed, by ALL adult household members - OVER 18 years of age. (These forms are provided.)

☐ HUD 9886
☐ New Hampshire Housing Release
☐ Marketing Declaration Form
☐ HUD 52675-Debts owed – one for each adult household member
☐ If available, a copy of Criminal Record for EACH family member over 18 years and over (supplied to New Hampshire Housing by the applicant) or PBV Criminal Records Report Verification

We will need the following forms from EACH member of the household:

☐ Citizenship verification
☐ Copy of Social Security card
☐ Copy of Birth Certificate - If an applicant does not have a copy of their birth certificate there are alternate documents which will be accepted. New Hampshire Housing will accept:
  • A license that contains the name and date of birth date
  • A state non-driver ID
  • A federal or state generated form that shows the person's name and date of birth
☐ 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 paid medical expenses/child care expenses dated within the last 60 days

Additional forms needed to complete the package:

☐ Copy of the PBV waiting list with the applicants’ names and notes showing selection process
☐ Completed Request for Tenancy (RFTA)

***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 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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