

Family Obligations Notice

VHDA Housing Choice Voucher Program

In order to participate in the Housing Choice Voucher (HCV) Program, you and all members of your family must agree to follow the rules listed below. All family members age 18 and older must sign this document upon admission to the HCV Program and at each annual reexamination to acknowledge all family members have read and understand the rules outlined in this notice.

1. The family must supply any information that HUD, VHDA or the local housing agency determines is necessary in the administration of the program, including submission of required evidence of citizenship or immigration status.
2. The family must supply any information requested by HUD, VHDA or the local housing agency for use in a regularly scheduled examination or interim reexamination of family income and composition.
3. The family must disclose and verify social security numbers and sign and submit consent forms for obtaining this information.
4. Any information supplied by the family must be true and complete.
5. The family is responsible for correcting any HQS violations caused by the family such as failing to pay tenant-provided utilities, failing to provide and maintain any tenant-provided appliances, or having a household member or guest cause damage to the unit or premises beyond normal wear and tear.
6. The family must allow the local housing agency or VHDA to inspect the unit at reasonable times after reasonable notice.
7. The family must not commit any serious or repeated violation of the lease. Any incidents of, or criminal activity related to, domestic violence, dating violence, sexual assault, or stalking will not be construed as serious and repeated lease violations by the victim.
8. The family must notify the local housing agency and the owner before moving out of the unit or terminating the lease.
9. The family must promptly provide the local housing agency a copy of any owner eviction notice.
10. The family must use the assisted unit as their sole residence.
11. The composition of the family residing in the unit must be approved by the local housing agency.
12. The family must promptly inform the local housing agency in writing of the birth, adoption or court-awarded custody of a child.
13. The family must request approval in writing from the local housing agency to add another family member as an occupant of the unit.
14. The family must promptly notify the local housing agency in writing if any family member no longer resides in the unit.
15. If the local housing agency has given approval, a foster child, foster adult or a live-in aide may reside in the unit.
16. Members of the household may engage in legal profit-making activities in the unit, but only if such activities are incidental to the primary use of the unit for residence by the family.
17. The family must not sublease the unit.
18. The family must not assign the lease or transfer the unit.
19. The family must supply any information requested by the local housing agency to verify that the family is living in the unit or relating to family absence from the unit.
20. The family must promptly notify the local housing agency in writing of absence from the unit.

-
21. The family must not own or have any interest in the unit.
 22. Family members must not commit fraud, bribery or any other corrupt or criminal act in connection with the program.
 23. Household members must not engage in drug-related criminal activity, violent criminal activity or other criminal activity that threatens the health, safety or right to peaceful enjoyment of other residents and persons residing in the immediate vicinity of the premises.
 24. Household members must not abuse alcohol in a way that threatens the health, safety or right to peaceful enjoyment of other residents and persons residing in the immediate vicinity of the premises.
 25. Household members cannot be subject to a lifetime sex offender registration requirement.
 26. Family members must not receive HCV Program assistance while receiving another housing subsidy for the same unit or a different unit under any other federal, state or local housing assistance program.
 27. A family must not receive HCV Program assistance while residing in a unit owned by a parent, child, grandparent, grandchild, sister or brother of any member of the family, unless VHDA and the local housing agency has approved a reasonable accommodation request to allow such action.
-

By signing this notice, you attest that you understand and agree to abide by the family obligations outlined above.

Head of Household Signature

Date

Adult Family Member's Signature

Date

Adult Family Member's Signature

Date
