

TENANT CERTIFICATION FORM

Lindsay Heights TID Forgivable Loan Program

Landlord Name:

Rental Property Address:

Tenant Family Size:

Number of bedrooms in rental unit:

Total annual household income of tenant: **(Required)**

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Less than 24,650 | <input type="checkbox"/> 31,651 – 33,800 | <input type="checkbox"/> 39,401 – 40,800 | <input type="checkbox"/> 44,951 – 45,600 |
| <input type="checkbox"/> 24,651 – 28,150 | <input type="checkbox"/> 33,801 – 35,150 | <input type="checkbox"/> 40,801 – 42,200 | <input type="checkbox"/> 45,601 – 46,400 |
| <input type="checkbox"/> 28,151 – 29,600 | <input type="checkbox"/> 35,151 – 38,000 | <input type="checkbox"/> 42,201 – 43,600 | <input type="checkbox"/> 46,401 – 49,000 |
| <input type="checkbox"/> 29,601 – 31,650 | <input type="checkbox"/> 38,001 – 39,400 | <input type="checkbox"/> 43,601 – 44,950 | <input type="checkbox"/> 49,001 – 50,650 |

(If income is more than \$50,550, please state: \$_____)

Tenants monthly rent: \$_____ **(Required)**

Please check any utilities included in rent:

- | | | | |
|-----------------------------------|---------------------------------------|--|--------------------------------|
| <input type="checkbox"/> Heat | <input type="checkbox"/> Water/sewer | <input type="checkbox"/> Water heating | <input type="checkbox"/> Stove |
| <input type="checkbox"/> Lighting | <input type="checkbox"/> Refrigerator | <input type="checkbox"/> Cooking | |

Is Tenant currently on Rent Assistance? Yes No

I certify that this information is complete and accurate. I will provide source documents (e.g. wage statements) upon request of the Lindsay Heights Forgivable Loan Program.

Tenant Must Print Name

Tenant Signature

Date

ATTN: TENANT AND PROPERTY OWNER (LANDLORD) MUST BOTH SIGN BACK OF FORM

Notice to Tenants of Rights during Rehabilitation

Lindsay Heights TID Forgivable Loan Program

Dear Tenant:

I (your landlord) have applied for a rehabilitation loan through the City of Milwaukee's Neighborhood Improvement Development Corporation. At this point, nothing has been decided; however, some rehabilitation projects involve rehabilitation work so extensive that rental units may become temporarily uninhabitable. This is rare, but in the unlikely event that this occurs to your unit, I (your landlord) may require you to move, either permanently or temporarily. Should this be necessary, I (your landlord) will notify you of any such action well in advance. The purpose of this notice is to inform you of your rights should this occur.

1. If you are required to move (even temporarily) you may be entitled to certain benefits, but you must still be an eligible tenant to qualify for any benefits. Therefore, you are advised not to move from the property before you are given official notice. You are also advised to continue to pay rent and uphold any other requirements of your tenancy, such as those described in your lease agreement, if you have one.
2. Should you have any questions, you may contact:

Neighborhood Improvement Development Corporation
City of Milwaukee
809 North Broadway
Milwaukee, Wisconsin 53202
(414) 286-5608

This is my certification to you that I will offer you the opportunity to lease and occupy a suitable, decent, safe and sanitary dwelling in the same building/complex upon completion of the project under reasonable terms and conditions.

Under the terms of the loan I have applied for from the City of Milwaukee, I am prohibited from increasing your rent or requiring you to pay for utilities beyond those you are responsible for under your current lease for a term of at least one year after the completion of the rehabilitation project. Subsequent rent increases are limited to no more than 5% per year during the term of the loan.

Signature of Property Owner Date

I have received a copy of this notice. Please note that you must sign BOTH sides of this form.

Signature of Tenant Date

Property Owner must provide each tenant with a completed copy of this form and return the original signed form to:

**Neighborhood Improvement Development Corporation
P.O. Box 511730 Milwaukee, WI 53203-0291**

