

# MIDDLEBOROUGH HOUSING AUTHORITY

## TENANT OBLIGATIONS & RESPONSIBILITIES

### A) The family MUST:

1. Supply any information that the Middleborough Housing Authority (MHA) determines to be necessary including evidence of citizenship or eligible immigration status, and information for use in a regularly scheduled reexamination/recertification or interim reexamination of family income, assets, deductions, 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 3 weeks or more.
5. Allow MHA to inspect the unit at reasonable times and after reasonable notice.
6. Notify the MHA and the owner as agreed upon in your lease before moving out of the unit or terminating the lease.
7. Use the assisted unit for residence by the MHA approved family only. The unit 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.
9. Receive written landlord and MHA 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 resides in the unit.
11. Give the MHA a copy of any owner eviction notice.
12. Pay utility bills and supply appliances that the owner is not required to supply under the lease.
13. Supply true and complete information at all times.

### (B) The family (including each and every family member) must NOT:

1. Own or have any financial interest in the unit.
2. Commit any serious or repeated violations of the lease.
3. Commit fraud, bribery or any other corrupt or criminal act.
4. Participate in illegal drug or violent criminal activity.

5. Sublease or let the unit or assign the lease or transfer the unit.
6. Receive duplicate housing assistance.
7. Damage, or permit any guest to damage, the unit or premises.

Please be advised that all individuals, families and landlords participating in the Section 8 Program need to adhere to all of the policies, rules and regulations governing these programs. Failure to follow these rules and regulations could result in termination of your housing assistance.

**I also agree that if I have a change to report I will do so by the 20<sup>th</sup> of the month in order to allow MHA sufficient time to do the necessary paperwork and notification before the first of the month.**

I have read or been read the above information and I understand it completely. Any questions I have I have asked and they have been answered to my satisfaction.

PRINT TENANT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_