



### Required Document Checklist

All documentation listed below must be submitted for review.

- First 2 pages of all occupants' most recent tax return (IRS form 1040).  N/A (You will be contacted to explain.)
- Proof of any active Housing Choice Voucher/Section 8 status.  N/A
- Most recent 2 pay stubs for employed occupants.  N/A
- Documentation of unemployment, social security, disability, pensions, retirement, dividends, child support, alimony, business income, 1099s, or any other income received in the most recent 3 months.  N/A

### Certification of Income

**All legal adult occupants must agree to the following and sign and date below:**

I certify that my answers are true and complete to the best of my knowledge. If I have declared zero income, I certify that I currently have no income of any kind and there is no imminent change expected in my financial status or employment status during the next 12 months. I understand that intentionally false or misleading information submitted on this application may result in being permanently banned from the Department of Neighborhood's programs. I understand that I may be asked for additional income verification documentation.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenants may return directly to:

Online: [www.ToledoLeadSafe.com/match](http://www.ToledoLeadSafe.com/match)  
Fax: 419-245-1192, ATTN: Stephanie Beebe, Early Bird Grant  
Mail: Department of Neighborhoods,  
ATTN: Stephanie Beebe, Early Bird Grant

For Questions Visit  
[www.ToledoLeadSafe.com](http://www.ToledoLeadSafe.com)