# UNDER $5,000 ASSET CERTIFICATION

For households whose <u>combined</u> net assets do not exceed $5,000.
Complete only <u>one</u> form per household; include assets of children.

Household Name: _____    Unit No. _____

Development Name: _____    Effective Date: _____

**Complete all that apply for 1 through 3:**

1. My/our assets include:

| (A) Fair Market Value | (B) Int. Rate | (A*B) Annual Income | Source | (A) Fair Market Value | (B) Int. Rate | (A*B) Annual Income | Source |
|---|---|---|---|---|---|---|---|
| a. $____ | ____ | $____ | Savings Account | o. $____ | ____ | $____ | Checking Account |
| b. $____ | ____ | $____ | Cash on Hand | p. $____ | ____ | $____ | Safety Deposit Box |
| c. $____ | ____ | $____ | Certificates of Deposit | q. $____ | ____ | $____ | Money market funds |
| d. $____ | ____ | $____ | Stocks | r. $____ | ____ | $____ | Bonds |
| e. $____ | ____ | $____ | IRA Accounts | s. $____ | ____ | $____ | 401K Accounts |
| f. $____ | ____ | $____ | Keogh Accounts | t. $____ | ____ | $____ | Trust Funds |
| g. $____ | ____ | $____ | Equity in real estate | u. $____ | ____ | $____ | Land Contracts |
| h. $____ | ____ | $____ | Lump Sum Receipts | v. $____ | ____ | $____ | Capital investments |
| i. $____ | | $____ | Life Insurance Policies (excluding Term) | | | | |
| j. $____ | | $____ | Other Retirement/Pension Funds not named above: | | | | |
| k. $____ | | $____ | Personal property held as an investment*: | | | | |
| l. $____ | | $____ | Money in an online account/app such as PayPal, Venmo, Square Cash, etc. | | | | |
| m. $____ | | $____ | Pay Card (e.g. Direct Express debit card, pay card, etc.) | | | | |
| n. $____ | | $____ | Other (list): | | | | |

**TOTAL** Add [(a) through (t)]

Fair Market Value [_____]    Annual Income [_____]

PLEASE NOTE: Certain funds (e.g., Retirement, Pension, Trust) may or may not be (fully) accessible to you. Include only those amounts that <u>are</u>.

*Personal property held as an investment may include, but is not limited to, gem or coin collections, art, antique cars, etc. Do not include necessary personal property such as, but not necessarily limited to, household furniture, daily-use autos, clothing, assets of an active business, or special equipment for use by the disabled.

2. [ ] Within the past two (2) years, I/we have sold or given away assets (including cash, real estate, etc.) for more than $1,000 below their fair market value (FMV). Those amounts* are included above and are equal to a total of: $_____ (*the difference between FMV and the amount received, for each asset on which this occurred); or

   [ ] I/we have <u>not</u> sold or given away assets (including cash, real estate, etc.) for less than fair market value during the past two (2) years.

3. [ ] I/we do not have any assets at this time.

Under penalty of perjury, I/we certify that the information presented in this certification is true and accurate to the best of my/our knowledge. The undersigned further understand(s) that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in the termination of a lease agreement.

_____    _____    _____    _____
Applicant/Tenant         Date           Applicant/Tenant         Date

_____    _____    _____    _____
Applicant/Tenant         Date           Applicant/Tenant         Date

# INSTRUCTIONS FOR COMPLETING
## Under $5000 Asset Certification

*Only one form should be completed for each household certifying to a total asset cash value of $5000 or less.*

| | |
|---|---|
| Household Name | Enter the name of the Head of Household. |
| Unit Number | Enter the unit number. |
| Development Name | Enter the name of the development. |
| Effective Date | Enter the effective date of the certification. |

### QUESTION #1

For lines "**a**" through "**t**", please enter the fair market value (A), interest rate (B) and annual income of each applicable asset.

| | |
|---|---|
| Fair Market Value | Enter the fair market value of the respective asset. For cash assets, the fair market value is the current value of the asset. However, for checking accounts, the FMV is the last six months average. If an asset does not apply, please enter N/A. |
| Interest Rate | For interest bearing accounts (such as a savings account, stocks, IRA accounts, etc), please list the current interest rate for the asset. If the asset does not bear interest, please list $0. |
| Annual Income | Enter the annual Income of the Asset by multiplying the FMV by the Interest Rate. |
| TOTAL | To acquire the Total Fair Market Value and Annual Income, add amounts for lines "a" through "t" for each respective column. |

### QUESTION #2

**For question #2, <u>only one of the check boxes should be marked.</u>** If the household has sold/given away assets for more than $1000 below FMV within the last two years prior to the certification, the first check box should be marked. The total value of the disposed assets should be noted.

If the household has not sold/given away assets for less than fair market value in the last two years, the second check box should be marked.

### QUESTION #3

If the household listed $0 or N/A for all assets in Question #1, the household should mark this checkbox.

**HOUSEHOLD CERTIFICATION AND SIGNATURES**

Each household member age 18 or older <u>must</u> sign and date the Under $5000 Asset Certification.