



**Greene Metropolitan Housing Authority**

538 N. Detroit Street, Xenia, OH 45385  
Xenia: 937-376-2908, Fairborn: 937-429-7736  
General Fax: 937-376-2487, Public Housing Fax: 937-347-1235, Section 8 Fax: 937-347-1230  
Website: [www.gmha.net](http://www.gmha.net)

**AUTHORIZATION FOR ADDITIONAL PERSON(S) IN UNIT**

**TO BECOME ELIGIBLE FOR PARTICIPATION, THE APPLICANT AND FAMILY CURRENTLY BEING HOUSED MUST MEET ONE OF THE FOLLOWING CONDITIONS. PLEASE CHECK THE ONE THAT RELATES TO YOUR FAMILY.**

Two or more persons, who have a family-type relationship, i.e. related by blood, marriage or operation of the law. If additional person is related by blood please indicate how he/she is related to you.

Two persons who occupy the same household with an understanding or agreement of cohabitation either as husband and wife or there are minor children living in the household.

Two or more unrelated persons who are elderly or disabled; of the same sex who have demonstrated their ability to live together as a family; or one or more such individuals living with another person who is determined to essential to their care or well-being. Medical reasons (Documentation must be provided).

**NAME OF HOUSEHOLD:** \_\_\_\_\_ **Phone #**(\_\_\_\_) \_\_\_\_\_

**Address** \_\_\_\_\_

I am requesting permission for: (name of additional person(s)) to move into my unit.

Effective date \_\_\_\_\_

Reason person(s) is moving in to unit \_\_\_\_\_

I give my permission for above named person(s) to reside in my unit at:

**LANDLORDS's SIGNATURE**

**NOTE: THE FOLLOWING INFORMATION MUST BE PROVIDED TO GMHA REGARDING THE ABOVE NAMED PERSON (S):**

- 1.) Social Security # Verification or copy of S.S. Card
- 3.) Verification of Income
- 2.) Birth Certificate
- 4.) Marriage License
- 5.) Attached Declaration of Citizenship and/or Eligible Noncitizen Status Form must be completed where applicable and returned.
- 6.) Picture ID, if over 18 years old.

**THIS MUST BE COMPLETED IF THE PERSON BEING ADDED IS 18 OR OLDER**

Have you ever been involved in drug related criminal activity or violent criminal activity?  Yes  No  
If yes what were you charged with?

When were you charged? \_\_\_\_\_.

What court were you charged through: \_\_\_\_\_

**YOU MUST PROVIDE COURT VERIFICATION OF THE CHARGES BEFORE WE CAN ADD YOU TO THE HOUSEHOLD.**

SIGNATURE OF ADDITIONAL PERSON \_\_\_\_\_  
DATE \_\_\_\_\_

**ALL MEMBERS OF THE HOUSEHOLD 18 YEARS OR OLDER MUST SIGN BELOW TO CERTIFY ALL INFORMATION ABOVE IS CORRECT**

Head of Household \_\_\_\_\_  
Date \_\_\_\_\_

Other Adult in Household \_\_\_\_\_  
Date \_\_\_\_\_

Other Adult in Household \_\_\_\_\_  
Date \_\_\_\_\_

Other Adult in Household \_\_\_\_\_  
Date \_\_\_\_\_

Other Adult in Household \_\_\_\_\_  
Date \_\_\_\_\_

Request approved _____ Request denied _____
Reason for denial: _____
_____
_____
Signature of Section 8 Representative _____ Date _____

Warning: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD, the PHA and any owner (or any employee of HUD, the PHA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD, the PHA or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the Social Security Act at \*\*208 (a) (6), (7) and (8).\*\* Violations of these provisions are cited as violations of 42 U.S.C. Section \*\*408 (a) (6), (7) and (8).\*\*