



## Owner Approval of Adult Household Member

Tenant Name: \_\_\_\_\_ Caseload #: \_\_\_\_\_

Address: \_\_\_\_\_

I \_\_\_\_\_, owner/manager of the above property, agree to allow the following individual(s) to be added to the tenant's household:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Tenant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/Manager Signature

\_\_\_\_\_  
Date

**Please note the following applicable policies:**

- The owner must approve the addition of an adult before they can be added to the household and prior to any further action to review eligibility.
- The income of new household member (s) must be verified and will be used to recalculate the tenant's rent portion, which most likely will result in an increase in their share of the rent.
- Adults are only allowed to return one time to the household within a twelve-month period.
- Adding adult members to the household may not increase the voucher size.

**Failure to return this form by \_\_\_\_\_ will result in no further review of your request to add members to your household.**