Request for Tenancy Approval
Housing Choice Voucher Program

Public reporting burden for this collection of information is estimated to average .08 hours per response, including the time by reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The Department of Housing and Urban Development (HUD) is authorized to collect information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). Collection of the data on the family's selected unit is mandatory. The information is used to determine if the unit is eligible for rental assistance. HUD may disclose this information to Federal, State, and local agencies when relevant civil, criminal, or regulatory investigations and prosecutions. It will not be otherwise disclosed or released outside of HUD, except as permitted or required by law. Failure to provide any of the information may result in delay or rejection of family voucher assistance.

1. Name of Public Housing Agency (PHA)

<table>
<thead>
<tr>
<th>Berks County Housing Authority</th>
</tr>
</thead>
</table>

2. Address of Unit (street address, apartment number, city, State & zip code)

|----------------------------------|-------------|-----------|---------------------|-----------------|------------------------|--------------------------------------|

3. Type of House/Apartment

- Single-Family Detached
- Duplex
- Row Home/Townhouse
- Low-Rise Apartments (1-3 stories)
- High-Rise Apartments (4+ stories)
- Mobile/Manufactured Home

Size in Square Feet (if known)

4. Amenities in Unit or on Premises

- Fenced Private Yard
- Central Air Conditioning
- Elevator
- Fireplace/Wood Stove
- Finished Basement
- Washer/Dryer in Unit
- On-Site Laundry
- Other (Describe Other Subsidy, Including Any State or Local Subsidy)

5. If this unit is subsidized, indicate type of subsidy

- Section 202
- Section 236 (Insured or noninsured)
- Section 221(d)(3)(BMIR)
- Section 515 Rural Development
- Home
- Tax Credit

6. Utilities and Appliances

The owner shall provide or pay for the utilities and appliances indicated below by an "O". The tenant shall provide or pay for the utilities and appliances indicated below by a "T." Unless otherwise specified below, the owner shall pay for all utilities and appliances provided by the owner.

<table>
<thead>
<tr>
<th>Item</th>
<th>Specify fuel type</th>
<th>Paid by/Provided by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heating</td>
<td>Natural gas, Bottle gas, Oil, Electric, Coal or Other</td>
<td></td>
</tr>
<tr>
<td>Cooking</td>
<td>Natural gas, Bottle gas, Oil, Electric, Coal or Other</td>
<td></td>
</tr>
<tr>
<td>Water Heating</td>
<td>Natural gas, Bottle gas, Oil, Electric, Coal or Other</td>
<td></td>
</tr>
<tr>
<td>Electric</td>
<td>Electricity for lights and appliances</td>
<td></td>
</tr>
</tbody>
</table>
| Water               | Name of Water Company: ___________________________
| Sewer               | Name of Sewer Company: ___________________________
| Trash Collection    | Name of Trash Hauler: ___________________________
| Air Conditioning    | ___________________________
| Refrigerator        | Is refrigerator provided by owner or tenant? |
| Range/Microwave     | Is range provided by owner or tenant? |
| Township/Borough of Unit | Township or borough of unit: __________________ |

N/A

Previous editions are obsolete
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form HUD-52517 (09/2014)
ref. Handbook 7420.8
12. Owner’s Certifications.
   a. The program regulation requires the PHA to certify that the rent charged to the housing choice voucher tenant is not more than the rent charged for other unassisted comparable units. Owners of projects with more than 4 units must complete the following section for most recently leased comparable unassisted units within the premises.

<table>
<thead>
<tr>
<th>Address and unit number</th>
<th>Date Rented</th>
<th>Rental Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
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<tr>
<td>3.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

   b. The owner (including a principal or other interested party) is not the parent, child, grandparent, grandchild, sister or brother of any member of the family, unless the PHA has determined (and has notified the owner and the family of such determination) that approving leasing of the unit, notwithstanding such relationship, would provide reasonable accommodation for a family member who is a person with disabilities.

c. Check one of the following:

   _____ Lead-based paint disclosure requirements do not apply because this property was built on or after January 1, 1978.

   _____ The unit, common areas servicing the unit, and exterior painted surfaces associated with such unit or common areas have been found to be lead-based paint free by a lead-based paint inspector certified under the Federal certification program or under a federally accredited State certification program.

   _____ A completed statement is attached containing disclosure of known information on lead-based paint and/or lead-based paint hazards in the unit, common areas or exterior painted surfaces, including a statement that the owner has provided the lead hazard information pamphlet to the family.

13. The PHA has not screened the family’s behavior or suitability for tenancy. Such screening is the owner’s own responsibility.

14. The owner’s lease must include word-for-word all provisions of the HUD tenancy addendum.

15. The PHA will arrange for inspection of the unit and will notify the owner and family as to whether or not the unit will be approved.

Print or Type Name of Owner/Owner Representative

Signature

Business Address

Telephone Number

E-mail Address

Print or Type Name of Household Head

Signature (Household Head)

Present Address of Family (street address, apartment no., city, State, & zip code)

Date (mm/dd/yyyy)

Telephone Number

Date (mm/dd/yyyy)

E-mail Address