



Certification of Payment Obligation

Return form via: Fax: CCS HEN Assistance Program: (206)324-4835, Scan and email: henkc@ccsww.org Mail: CCS HEN Assistance Program 100 -23rd Ave S. Seattle, WA 98144, Questions: Phone 206-328-5755

“Landlord” includes property manager/owner or other person authorized to seek rent payment, including friend/family.

1. Household Housing Status (check one)	
<input type="checkbox"/>	Household currently lives with friend/family and owes rent
<input type="checkbox"/>	Household is moving in with friend/family Move In Date: _____

2. Household Information			
Name			
Phone		Email	
Address where household is staying or will stay			
Street			
City		State/ZIP Code	

3. Landlord Information			
Name			
Phone		Email	
Address (Should be same address as above; Rent check will be sent here.)			
Street			
City		State/Zip Code	

4. Rental and Payment Information			
Agreement End Date	<input type="checkbox"/>	_____ (enter date)	OR Month-to-Month Agreement <input type="checkbox"/>

Monthly Payments			
Monthly Rent Amount			
Monthly Utility Amount		Monthly Utility Amount	

Past Due, including current month		
Rent	Total amount due	
	Months for which payment is due	
Utilities	Total amount due	
	Months for which payment is due	

Complete the following for utility payments	
Utility provider	
Account number	
Utility provider	
Account number	



5. Household Certification

I certify that the above information is true and accurate to the best of my knowledge.

Signature

Date

6. Landlord Certification

I certify that I will accept the above payment(s) to provide housing for the household and I understand the definition of fraud and that committing fraud is a criminal act.

Signature

Date

Rental assistance programs are obligated to report fraud to law enforcement, the Attorney General's Office, and the Department of Commerce. Fraud is a criminal act in which individuals, groups, or businesses steal taxpayers' monies from local State and Federal programs. Tenants and landlords who make false statements regarding their income or family size, alter official documents, or provide otherwise false information in order to collect rent payments, are committing fraud.