

THE ONLY PERSONS
AUTHORIZED TO LIVE IN
YOUR UNIT ARE THOSE
LISTED IN YOUR SECTION 8
HOUSEHOLD

Before you allow someone to move into your household, you need to do all of the following:



1. Fill out a **Report of Change of Income / Family Composition** form with the Housing Authority (HA). You must fill out and return this form. Phone calls are **NOT** accepted.



2. Make sure you have your landlord's **WRITTEN** permission to add the additional person(s).



3. Provide income information, birth record, social security card and/or alien registration card, and driver's license or state identification card for each person you are adding.

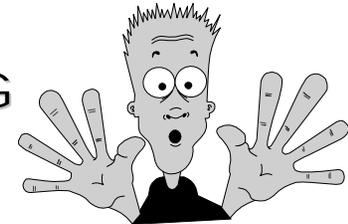


4. After you've received HA approval to add another person to your household, you will need to fill out additional forms and/or provide further information.

REMEMBER...

1. Anyone who uses your address as their mailing address may be considered part of your household;
2. Any income that person receives could be counted as income into your household;
3. You might have to pay more for rent;
4. HA assistance belongs to the entire household;
5. Everyone in the household is responsible for maintaining the unit and complying with the Section 8 Family Obligations;
6. While the HA considers a "guest" to be anyone who stays with you less than 14 days, check your lease for further restrictions.

IF YOU DON'T REPORT SOMEONE
WHO IS
LIVING OR STAYING
IN YOUR HOME:



- You may be evicted by the landlord;
- You might have to repay the HA for the overpayment of housing assistance the HA made on your behalf;
- You may lose your Housing Assistance; AND
- You may be charged with fraud under California and Federal laws.

REMEMBER:

The only persons allowed to live in your unit are those approved by the Housing Authority and your landlord!



The City of Vacaville, Office of Housing and Redevelopment provides its programs and services in a nondiscriminatory manner and is an Equal Opportunity / Affirmative Action Employer.

If you need assistance finding a unit due to a disability, please contact your Housing representative.

VACAVILLE HOUSING AUTHORITY
SOLANO COUNTY HOUSING AUTHORITY
40 ELDRIDGE AVENUE, SUITE 2
VACAVILLE, CA 95688
(707) 449-5675



ADDING SOMEONE TO YOUR HOUSEHOLD

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HEARING IMPAIRED ONLY:
(707) 449-5680