

Self-Employment Certification (Existing Business)

Do not complete this form if you do not own a business and only work for cash

Applicant/Tenant Name _____ Social Security # _____

Address _____ City _____ State _____ Zip Code _____

Name of Business: _____

Type of Business: _____ Date Business Opened: _____

The income and expenses for my business *not already reported on a tax return*, are from _____, _____, to _____, _____ (enter the start and end dates for the below income & expense information):

- 1. Gross Income (total amount my business earned before any expenses): \$ _____
- 2. Expenses for my business:
 - a. Interest on Loan(s) \$ _____
 - b. Cost of supplies and materials \$ _____
 - c. Business Rent \$ _____
 - d. Utilities & Insurance \$ _____
 - e. Wages and Salaries I pay to my workers \$ _____
 - f. Wages and Salaries I pay to myself \$ _____
 - g. Federal, State Withholding Tax & FICA \$ _____
 - h. Employee Withholding Tax \$ _____
 - i. Sales Tax \$ _____
 - j. Other (Itemize on Reverse) \$ _____
 - k. Straight Line Depreciation \$ _____
 - Total Expense** \$ _____
- 3. Gross Income minus Total Expenses \$ _____

My business is expected to have a net income of \$ _____ for the 12 months following my move-in or recertification date (from _____, _____ (date), to _____, _____ (date)). This is different than in prior years due to: _____

The information provided is substantiated by **attached** copies of my Federal Individual Income Tax return including Schedule C.

Under penalties of perjury, I certify that the information presented in this Self-Certification is true and accurate to the best of my knowledge and belief. I understand that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information may result in termination of my lease agreement.

Signature: _____ Date: _____
 Print your name: _____ Tel. #: _____
 Title: _____ Email: _____
 Address _____

PENALTIES FOR MISUSING THIS CONTENT: 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 and any owner (or any employee of HUD 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 willingly 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 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 USC 408 (a), (6), (7) and (8).