

CERTIFICATION WORKSHEET

Name		Unit	
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Income Calculations: Multiply the rate by the appropriate number to equal the Anticipated Annual Income. Factor overtime pay, pay increases, and other employment compensation separately. ***Do not use the total annual income multiplied by one.*** The intent of this sheet is to show ***detailed*** calculations that support the amounts listed on tenant certification.

Household Member	Income Source	Rate		Hrs		Period (12,24,26,52)		Anticipated Annual Income
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$

Sum Total from Anticipated Annual Income Column \$ _____ **LINE A**

Asset Calculations: Factor appropriate amounts as needed. Current value for all assets except checking, which uses a six-month average balance.

Type of Account	Source / Account Number	Balance Cash Value Or Share Value		% Rate or Dividend		Period		Income
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$
			X		X		=	\$

Sum Total of Balance or Cash Value Column	=	\$	Sum Total of Income Column	=	\$
		LINE B			LINE C

When the Net Family Asset aggregate exceeds \$5000 you must calculate Imputed Income from Assets at .06% and use the greater of Actual Income from Assets (line C) or the Imputed Income Amount (Line D).

IMPUTED Asset Income	=	\$	X	=	\$
		LINE B	.06%		LINE D

TOTAL ANNUAL INCOME

\$	+	\$	=	\$
LINE A		Greater of LINE C or LINE D		GROSS ANNUAL INCOME