

THE HOUSING AUTHORITY OF THE CITY OF CHARLESTON

HOUSING CHOICE VOUCHER OFFICE

550 MEETING STREET

CHARLESTON, SC 29403

Telephone (843) 723-4491

Fax (843) 720-5349

TDD (843) 720-3685

BANKING VERIFICATION

Name: \_\_\_\_\_

Address of Bank: \_\_\_\_\_

RE: \_\_\_\_\_ SSN: \_\_\_\_\_

Applicant Name

Applicant Address

City, State

Zip Code

The individual named above is an applicant for housing assistance that is subsidized through the Department of Housing & Urban Development. Federal regulations require that in order for the family to be eligible, we must verify the family's income, expenses, and other information related to eligibility. The individual has authorized below your release of the requested information. The information you provide will be used only for the purpose of determining the family's eligibility for the program. We are required to complete our verification process in a short time period and would appreciate your prompt response. A self-addressed envelope has been included for your convenience. If you have any questions, please feel free to contact our office. Thank you for your cooperation.

Sincerely,

Housing Choice Voucher Specialist

I, \_\_\_\_\_ hereby authorize \_\_\_\_\_ to release the information requested below.

Signature

Date

TO BE COMPLETED BY INSTITUTION:

CHECKING ACCOUNT

Account Number(s)

Average Monthly Balance(s)

Is this an interest bearing checking account?  yes  no If yes, interest rate \_\_\_\_\_%

SAVINGS ACCOUNT

Account Number(s)

Present Account Balance(s)

Annual Interest Rate

CERTIFICATE OF DEPOSIT

Deposit Number(s)

Present Value(s)

Annual Interest Rate

TRUST

Value of Trust Fund administered:

\$ \_\_\_\_\_

Anticipated Amount of Income to be earned by Trust over the next 12 months

\$ \_\_\_\_\_

PROPERTY

Value of Equity Real Property

\$ \_\_\_\_\_

I certify that the above information is true and correct:

Name & Title of Official

Signature of Official & Date

Warning: Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make false statements or misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction.

