

SECOND RE-CERTIFICATION NOTICE (60) DAY NOTICE

Date: _____

To: _____ and all others in possession

The Florida Housing Finance (FHF) requires that we annually review your Income and Family composition to determine if you are still eligible to receive Housing Assistance. To complete this review of your income and family composition, you must meet with me at my office and supply the required information. I will be available for interviews

during normal business working hours. Please contact me at _____ to make an appointment.

Please bring the following information with you to the interview:

- Social Security Card for Everyone in the Household, if necessary.
- Photo Identification for Adults and Birth Certificates for Children under 18
- Statement of current annual wages or income for everyone in household
- The name and address of any employer(s), or source of income such as AFDC Social Security, Child Support, Contributions, etc.
- Print outs or notarized statements will be permitted.

ASSETS:

Checking and savings account statements, funds bonds, lottery winnings, and insurance settlement, etc. Personal held as an investment, (i.e. gem or coin collection, paintings, antique cars, etc.)

IF YOU DO NOT RESPOND TO THIS LETTER BY _____ YOUR LEASE WILL NOT BE RENEWED AND YOU SHALL BE REQUIRED TO VACATE ON THE _____ DAY OF _____, 20_____.

Please call _____ for an Appointment as soon as possible.

Thank you,

Management Representative