

**OWNER/AGENT CERTIFICATION AS TO COMPLIANCE WITH
TENANT COMMENT PROCEDURES IN 24 CFR 245**

Development Name: _____

Contract Number: _____

Acting on behalf of _____, the Project Owner, I
certify that project management has taken ALL of the actions listed below:

1. Distributed a Notice to Tenants, in the form and manner required by 24 CFR 245.310 and 245.410. (24 CFR 245.410 applies only if a reduction in utility allowances is proposed).
2. Took reasonable steps to assure that any posted Notices remained intact and in legible form for the full comment period required by 24 CFR 245.
3. Made all materials submitted to justify the increase available during normal business hours in a place reasonably convenient to project residents.
4. Honored any resident's request to inspect those materials.
5. Reviewed and evaluated all comments received from residents or their authorized representatives
6. Examined all materials submitted to HUD or the Contract Administrator in support of the rent increase request.

I also certify that all information submitted with my rent increase request is true, correct, and complete.

Warning: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willingly makes or uses a document or writing containing any false, fictitious, or fraudulent statement or entry, in any manner within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000 or imprisoned for not more than 5 years, or both.

Signed by:

Name: _____

Title: _____

Signature: _____

Date: _____