EIV Income Discrepancy Checklist

Resident Name: _____

Discrepancy Report Month: _____

Property Name:_____

Discrepancy determination: (choose one only)

☐ **Valid –** Income discrepancy that is a result of resident misrepresentation of income or failure to report a change/increase in income as required.

☐ **Invalid** – Income discrepancy that is a result of one of the following:

- O/A error
- Incorrect EIV data
- Administrative circumstances – (i.e. income was reported by resident, but the action has not been completed)

Results of Investigation narrative:

(For **Valid Discrepancies -** List actions taken by the O/A to correct 50059, including any compliance actions required of the resident) **NOTE: The O/A may not take any adverse action based solely on EIV data.**

(For **Invalid Discrepancies -** Note how invalid status was determined)

_____
_____
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_____
Signature and Date