



**ANAHEIM HOUSING AUTHORITY**  
**CITY HALL WEST TOWER**  
 201 S. ANAHEIM BLVD., SECOND FLOOR, ANAHEIM CA 92805  
 PHONE 714-765-4320 FAX 714-765-4331  
 WWW.ANAHEIMHOUSINGPROGRAMS.COM

## DECLARATION OF OWNERSHIP AND AUTHORIZATION FORM

**RENTAL PROPERTY ADDRESS:** \_\_\_\_\_

**NOTE:** The following information is required to verify ownership for release of Housing Assistance Payments (HAP). The information provided will be held in strictest confidence.

- No change to owner or payee address on file.**       **Change(s) to address.**  
 (Complete below only if you want to change information.)

**I HEREBY DECLARE THAT I AM THE LEGAL OWNER OR AGENT AUTHORIZED TO SIGN AND ACT ON BEHALF OF THE RENTAL PROPERTY DESCRIBED IN THE ASSISTED LEASE.**

**1. Complete for the legal owner(s) of the property:**

A. Property Owner/Principal: \_\_\_\_\_  
 Attention: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Residence Address  
 (Not PO Box): \_\_\_\_\_  
 Social Security Number OR  
 Tax Identification Number (TIN): \_\_\_\_\_

**2. Designate a Payee and a mailing address for the Housing Assistance Payment (HAP) checks.**

**This payee needs to match the information completed on Form W-9. HAP will be reported to the IRS on form 1099 at the end of the year with the information listed below.**

Payee Name \_\_\_\_\_  
 Attention: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Taxpayer Name(s): \_\_\_\_\_  
 Social Security Number OR  
 Tax Identification Number (TIN): \_\_\_\_\_

**3. If there is a Management Company/Manager, please fill out the following:**

Management Company/Manager: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_ Phone  
 Authorized Contract Signer(s): \_\_\_\_\_

**4. Authorized Signatures:**

A. Property Owner's Signature: \_\_\_\_\_ Date

**If a Management signature appears without a Property Owner's signature, a copy of the management authorization agreement must be attached (management compensation information may be omitted).**

B. Management Signature: \_\_\_\_\_ Date

---

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

---