



**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.

**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:

Property Owner/Principal: \_\_\_\_\_ Attention: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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: \_\_\_\_\_ Email: \_\_\_\_\_

Printed Name of 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(s): \_\_\_\_\_ Date: \_\_\_\_\_

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**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.

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