



**Gardner Housing Authority  
HCV Program (Section 8)**

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**FAMILY OBLIGATIONS: HCV PROGRAM (SECTION 8)**

**A participant may be terminated from a rental assistance program if the participant has violated any family obligation under the program. The family obligations are as follows:**

1. The family must supply the information that the Gardner Housing Authority (GHA) or the Department of Housing and Urban Development (HUD) determines necessary in their administration of the program. This includes any requested certification, release and/or submission of evidence of citizenship or eligible immigration status as required by federal regulations.
2. Report all income, assets, and deductions of all family members.
3. Report changes in family composition.
4. Disclose all social security numbers of all family members and sign consent forms for obtaining information according to HUD requirements.
5. Any Housing Quality Standards (HQS) breached which are caused by the family's failure to pay for tenant supplied utilities; failing to have all tenant supplied utilities in the name of the head of household and failure to supply appliances (that the owner is not required to supply under the lease); or damage to the unit (other than ordinary wear and tear).
6. The family must allow the GHA to inspect the unit at reasonable times after reasonable notice. The family must allow the landlord or his designee into the unit to make any and all repairs necessary, within the time frame provided by the GHA to ensure the unit is HQS compliant.
7. The family may not commit serious or repeated violations of the lease or they may be evicted by the owner and the families Section 8 rental assistance subsidy may be terminated by the GHA.
8. The family must notify the GHA and the landlord before the family moves out of the unit or terminates the lease on notice to the owner.
9. The family must promptly give the GHA any notice of eviction from the owner.
10. The assisted unit must be family's one and only residence.
11. The family must receive written permission from the owner to add a person to the family's lease other than a birth, adoption, or the court awarded custody of a child. The GHA is to approve of the composition of the family. The family is to notify the GHA of any birth, adoption, or the court awarded custody of a child. The family must request approval of the GHA to add any other family member as an occupant of the unit.
12. The family must promptly notify the GHA when a family member no longer resides in the unit.
13. The family may engage in legal profit-making activities in the unit. However, the primary use of the unit is to be residential.
14. The family may not sublease the unit, assign the lease, or transfer the unit.
15. The family must promptly notify the GHA of any family member absence from the unit.
16. The family may not own or have an interest in the assisted unit.
17. The family must not commit fraud, bribery, or any other criminal act in connection with Federal Housing Programs.
18. The family members must not engage in drug-related or violent criminal activity.
19. The family may not be receiving another housing subsidy.
20. THE FAMILY MUST PROVIDE TRUE AND COMPLETE INFORMATION TO THE GHA.

I hereby certify that I understand my obligations under the Housing Choice Voucher Program (Section 8) and that my failure to comply with these obligations may result in the termination of my participation in the program.

\_\_\_\_\_  
**HEAD OF HOUSEHOLD**

\_\_\_\_\_  
Date

\_\_\_\_\_  
**SPOUSE/CO-HEAD/OTHER ADULT**

\_\_\_\_\_  
**OTHER ADULT**

\_\_\_\_\_  
**OTHER ADULT**

\_\_\_\_\_  
Gardner Housing Representative                      Date

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This is an important document, please contact the **Gardner Housing Authority at 978-632-6634** for language assistance. You have the right to an interpreter free of charge.

If you or anyone in your family is a person with disabilities or encounter a barrier that prevents you from full participation and you require a specific accommodation in order to fully utilize our programs and services, please let us know.

The Violence Against Women Act (VAWA) assists the GHA in providing rights under the Violence Against Women Act ("VAWA") to its applicant and participant households. Family members wishing to claim protection under VAWA must notify the GHA within 14 business days.  
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