CITY OF SPOKANE
COMMUNITY, HOUSING, AND HUMAN SERVICES DEPARTMENT
808 W. SPOKANE FALLS BLVD.
SPOKANE, WASHINGTON 99201
509.625.6325, FAX 509.625.6315

HOME OCCUPANCY SUMMARY

Owner's Name: _____ **Project Address:** _____ **Date:** _____

Unit No. (1)	Type of Unit (2)	Unit Designated (3)	Tenant(s) Name	Monthly Gross Income (4)	Unit Contract Rent (5)	Utility Allowance (6)	Tenant Monthly Rent (7)	Ethnic Origin (8)	Size of House-hold (9)	House-hold Type (10)	Rental Assist. (11)
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				
				$	$	$	$				

*Projects selected will have to certify tenant eligibility; use accurate figures.

INSTRUCTIONS: Fill in the information for the preceding month.

(1) Enter one of the following: Studio, 1-Bdrm, 2-Bdrm, 3-Bdrm, 4-Bdrm.
(2) Enter the program designated units: H-HOME Program, L-low-income housing tax credit, O-Other, or No- No Designation.
(3) Use one line for each adult tenant, age 18 and over.
(4) Enter tenant's monthly gross income.
(5) Enter monthly contract rent, even if the unit is vacant.
(6) Enter applicable utility allowance.
(7) Enter contract rent less the applicable utility allowance.
(8) Enter one: BL-Black; NA-Native American (Indian); HI-Hispanic; A-Asian (Oriental, Pacific Islander); CA-Caucasian.
(9) Enter the number of persons living in the unit.
(10) Enter- is anyone living in the unit: 1-Single/Non-Elderly; 2-Elderly; 3-Related/Single Parent; 4-Related/Two Parent; 5-Other; 9-Vacant.
(11) Enter one of the following: 1-Spokane Housing Authority Section 8; 2-HOME TBRA; 3-PBV-project based voucher, 4-Other; 5-No Assistance.

We are pledged to the letter and spirit of U.S. policy for the achievement of Equal Housing Opportunity (EHO) throughout the Nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, creed, sex, age, marital status, national origin, or handicap.