

# ASSET QUESTIONNAIRE

We need to know about the "assets" that every member of your household owns – including the assets they own with someone who isn't a household member. The following is a list of items the government counts as assets for determining eligibility for federal housing assistance. Just check "yes" if a household member owns an asset, or "no" if he or she doesn't. We'll ask you to give us the details later:

**Warning:** Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful, false statements or misrepresentations of any material fact involving the use or obtaining of federal funds.

1. **Cash** – Money held in bank accounts, safety deposit boxes, at home, or anywhere else.

Yes  No

2. **Trusts** – Money or property held for a household member's benefit by another person who acts as a trustee. But a trust doesn't count as an asset if a household member can't "control" the trust – for example, can't revoke the trust arrangement, make a decision on how the principal is invested, or withdraw any of the principal.

Yes  No

3. **Rental Property or Other Capital Investments** – Real estate, equipment, or machinery rented to other people or held as an investment. *Example:* John Roe's main occupation is delivering produce to local groceries. He owns a delivery truck as part of his business. The delivery truck does not count as an asset.

Yes  No

4. **Securities** – Stocks, bonds, treasury bills, certificates of deposit (CDs), money market funds.

Yes  No

5. **Individual Retirement Accounts (IRAs) and Keogh Accounts** – Money for retirement that's been deposited in special accounts.

Yes  No

6. **Retirement and Pension Funds** - Money for retirement that's been deposited in funds set up by a union or employer.

Yes  No

7. **Lump Sum Receipts** – Such as inheritances, capital gains from the sale of stock or other assets, one-time lottery winnings, or settlements on insurance and other claims.

Yes  No

8. **Personal Property Held as Investment** – Such as gems, jewelry, or coin or stamp collections. This doesn't include items for personal use, such as clothing, furniture, cars, vehicles, specially equipped for the handicapped, or wedding rings and other personal jewelry.

Yes  No

9. **Assets Disposed of Within Last Two Years** - Please check "yes" if a household member has sold for less than fair market value, given away, or put into trusts any of the assets listed above in items 1 through 8 within the last two years.

Yes  No

**Special Circumstances** – Please check "yes" if any of the above-listed assets are held in a household member's name under either of the following circumstances:

▶ The assets and any income they earn benefit someone else (e.g., a bank account held by a household member as the guardian for a mentally impaired relative), and the other person is responsible for paying taxes on income generated by the assets.

▶ The assets are not accessible and provide no income to the household member (e.g., they are controlled by an estranged spouse.)

Yes  No

Specify which asset(s): \_\_\_\_\_  
\_\_\_\_\_

**NOTE:** The following items don't count as assets:

- ▶ Life insurance policies
- ▶ Equity in a co-op unit occupied by the household
- ▶ Interest in Indian trust land

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

Applicant Signature X Date \_\_\_\_\_

List all sources of income as requested below for all household members:

Name of Family Member	Type of Income	Monthly Amount	Source (employer, unemployment, etc)
	AFDC	\$	
	Wages	\$	
	Wages	\$	
	Student Income	\$	
	Child Support	\$	
	Child Support	\$	
	Alimony	\$	
	Interest Income	\$	
	Social Security/SSI	\$	
	Other Income	\$	

TOTAL GROSS ANNUAL INCOME: \$ \_\_\_\_\_

Do you anticipate any changes in this income in the next twelve months?  Yes  No  
 If yes, explain \_\_\_\_\_

**ASSETS**

Type of Account	Account Number	Bank Name	Balance
Checking Account			\$
Checking Account			\$
Checking Account			\$
Savings Account			\$
Savings Account			\$
Trust Account			\$
Trust Account			\$
Certificate of Deposit			\$
Certificate of Deposit			\$
	Account Number	Name	Balance
Credit Union			\$
Credit Union			\$
			Value
Savings Bond			\$
Savings Bond			\$
	Account Number		Face Value
Life Insurance Policy			

Real Property: Do you own any land or buildings?  Yes  No  
 If yes, type of property: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Value on most recent tax bill \$ \_\_\_\_\_  
 Mortgage or outstanding loan balance due \$ \_\_\_\_\_  
 Amount of annual insurance premium \$ \_\_\_\_\_  
 Tax on most recent tax bill \$ \_\_\_\_\_

Have you or any of the persons listed on your application and/or currently living in your assisted unit sold or disposed of any land or building in the last 2 years?  Yes  No  
 If yes, describe: \_\_\_\_\_

Do you have any other assets not listed above (excluding personal property)?  Yes  No  
 If yes, describe: \_\_\_\_\_

I/we hereby certify that the information listed above is true to the best of my/our knowledge and I/we understand that providing false information is punishable by law and will lead to cancellation of my application or termination of tenancy after occupancy. I/we hereby authorize the owner and its staff or authorized representative to contact any agencies, offices, groups, or organizations to obtain and verify any information or materials which are deemed necessary to complete my/our application or recertification for housing in programs administered and managed by this community.

\_\_\_\_\_  
 HEAD

\_\_\_\_\_  
 SPOUSE/CO-HEAD

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 DATE