

**Past due Rent/Mortgage Verification Form**

Suwannee River Economic Council, Inc.

**Client:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This is to confirm that \_\_\_\_\_ (name of family or individual) rents/mortgages property from me at \_\_\_\_\_ (address of apartment/house).

The rent/mortgage is due on \_\_\_\_\_ (date). I agree to accept Emergency Housing Services funds for the payment of this rent. Payment will guarantee residency for thirty (30) days.

The monthly rent/mortgage payment is \$\_\_\_\_\_

The total owed (including the amount above) is \$\_\_\_\_\_

**X** \_\_\_\_\_

**X** \_\_\_\_\_

**Landlord Signature**

**Verified by Case Manager**

***Make Check Payable to:***

Landlord/Mortgage holder Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

**\*\*Original W-9 form MUST accompany this\*\***

**VERIFICATION OF SUBMITTED INFORMATION** (To be completed by the Case Manager)

*The following information has been verified with the above landlord:*

Type of Assistance Requested:

**Rent (check one)**

**Mortgage (check one)**

Past due rent

Past due mortgage

Current month's rent

Current month's mortgage

First month's rent (effective/move in date \_\_\_\_\_) (month/day/year)

The one month amount being paid by this agency is \$ \_\_\_\_\_ (excluding late fee's, etc.)

The amount being paid is for the month of (month/year) \_\_\_\_\_

The landlord/mortgage holder has agreed to guarantee the client's possession of the property for at least (30) days.

\_\_\_\_\_  
**Case Manager's Signature**

\_\_\_\_\_  
**Date of Verification**

*Revised 6/1/2022*