

第 8 章
资格覆核
住户指南

转换至 PACT 计划后

本指南将介绍年度及中期资格覆核的办理流程，以及需要协助时可联系的相关人员或单位。

最后更新：2026 年 8 月

NEW YORK CITY HOUSING AUTHORITY

REAL ESTATE DEVELOPMENT
REINVEST · RESTORE · REBUILD

(212) 306-4036
PACT@nycha.nyc.gov
on.nyc.gov/nycha-pact



BAYCHESTER HOUSES PLAYGROUND

目录

需要协助?您可以联系以下人员或单位。 4

常见问题 6

简介 9

什么是年度资格覆核?为什么我需要办理? 10

资格覆核的类型 13

如何完成年度资格覆核 14

填写纸质版年度资格覆核表格及资料时的注意事项 16

年度资格覆核办理步骤 19

中期资格覆核办理步骤 41

附录 60

NEW YORK CITY HOUSING AUTHORITY

REAL ESTATE DEVELOPMENT

REINVEST - RESTORE - REBUILD

需要协助？
您可以联系以下人员或单位。

NYCHA 客户服务中心（CCC）

如有以下需要，请致电 (718) 707-7771：

- 使用自助服务网站
- 资格覆核相关问题
- 纸质版资格覆核表格

PACT 物业管理人员

您的「永久可负担承诺共同推进」（PACT）计划物业管理人员可以协助您办理资格覆核。他们可以协助您扫描文件，并提供可上网的设备，供您登入纽约市房屋局（NYCHA）自助服务网站。

如需 PACT 物业管理人员协助您办理资格覆核，请：

- 致电或发送电子邮件至 PACT 物业管理办公室预约。
- 前往 PACT 物业管理办公室。
- 携带您的 NYCHA 自助服务网站帐户的登入信息。
  - 您需要自行登入 NYCHA 自助服务网站。
- 携带 NYCHA 寄给您的所有资格覆核相关文件。
- 携带您需要协助上传的文件。

社会服务机构

为您提供服务的社会服务机构也可以协助您办理资格覆核。他们可以协助您扫描文件，并提供可上网的设备，供您登入纽约市房屋局（NYCHA）自助服务网站。

如需社会服务机构协助您办理资格覆核，请：

- 致电或发送电子邮件至社会服务机构办公室预约。
- 前往社会服务机构办公室。
- 携带您的 NYCHA 自助服务网站帐户的登入信息。
  - 您需要自行登入 NYCHA 自助服务网站。
- 携带 NYCHA 寄给您的所有资格覆核相关文件。
- 携带您需要协助上传的文件。

NYCHA
客户服务办事处

前往办事处前，请先预约！

电话预约

请致电 NYCHA 客户服务中心（CCC）：
(718) 707-7771。

网上预约

请浏览 **on.nyc.gov/nycha-ccc-appt** 或扫描二维码。

NYCHA 客户服务办事处地址

布朗克斯／曼哈顿／皇后区

478 E. Fordham Rd
(1 Fordham Plaza), 2nd Fl.
Bronx, NY 10458

布鲁克林／史坦顿岛／皇后区

787 Atlantic Ave., 2nd Fl.
Brooklyn, NY 11238



BAYCHESTER HOUSES SEATING AREA

常见问题

如果我没有完成年度资格覆核，会怎样？

您必须完成年度资格覆核。美国住房与城市发展部（HUD）规定，所有接受联邦住房补助的住户，包括第 9 章公共住房住户和第 8 章计划参与者，都必须完成年度资格覆核。

如果您的年度资格覆核仍未完成，根据联邦规定，NYCHA 将终止您的第 8 章补助。在终止补助之前，NYCHA 会向您发出三份终止通知。每份通知都会列出每位家庭成员仍需提交的文件。收到 NYCHA 发出的任何一份终止通知后，您必须尽快通过自助服务网站或亲自前往 NYCHA 客户服务办事处，提交准确、最新的信息。

您有权申请非正式会议或听证会，对 NYCHA 的终止决定提出异议。终止通知中会说明如何提出申请。如果您没有申请非正式会议或听证会，而年度资格覆核仍未完成，您的第 8 章补助将被自动终止。如果 NYCHA 终止您的第 8 章补助，您可能面临被驱逐的风险。

如果我的收入最近发生变化，应该怎么办？

如果您的收入或家庭成员情况发生变化，您必须在变化发生之日起 30 天内申报，不需要等到下一次年度资格覆核。您可以通过自助服务网站提交中期资格覆核，或致电 NYCHA 客户服务中心（CCC）(718) 707-7771 寻求协助。及时申报收入或家庭成员情况的变化，有助于确保您的租金和补助金额准确。更多信息请浏览 NYCHA 网站：on.nyc.gov/sec8-annual-interim-recertification。

我需要申报所有住在我的住房单位内的人吗?

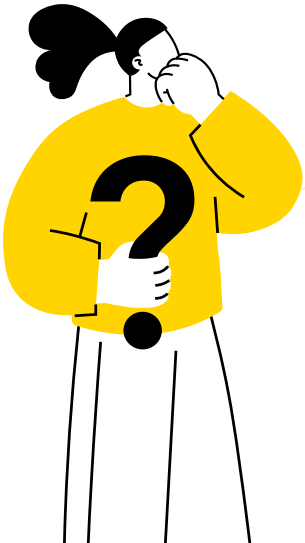
需要。所有家庭成员,包括子女、亲属和其他与您同住的人,都必须在资格覆核中申报。如果您没有申报住在第 8 章住房单位内的所有家庭成员,您的第 8 章补助可能会被终止。

我不太清楚怎么办,可以找人协助吗?

当然可以。您可以致电 NYCHA 客户服务中心(CCC)(718) 707-7771,或联系您的 PACT 物业管理人员或住宅区内的社会服务机构。自助服务网站可使用 Google 翻译,支援多种语言。如果您需要纸质版资格覆核表格,也可以致电 NYCHA CCC。

年度资格覆核是因为 PACT 才需要办理的吗?

不是。所有接受联邦住房补助的住户都必须完成年度资格覆核。所有 NYCHA 住户,包括第 9 章公共住房住户和第 8 章计划参与者,每年都必须完成年度资格覆核。



还有其他问题?

如有其他问题,请浏览:nyc.gov/site/nycha/section-8/tenants-faq.page 或扫描二维码。



简介

什么是年度资格覆核?为什么我需要办理? 10

资格覆核的类型 13

如何完成年度资格覆核 14

填写纸质版年度资格覆核表格及资料时的注意事项 16

什么是年度资格覆核？为什么我需要办理？

首先，请记住最重要的一点：

您每年都必须完成年度资格覆核。

如果您过去居住在第 9 章公共住房，您可能还记得办理年度资格覆核的流程。这项要求并没有改变。美国住房与城市发展部（HUD）规定，所有接受联邦住房补助的住户，包括第 9 章公共住房住户和第 8 章计划参与者，都必须完成年度资格覆核。现在您是 NYCHA 第 8 章计划参与者，NYCHA 租赁住房事务部（LHD）将向您发送年度资格覆核通知，并审查和处理您提交的文件。

您必须完成年度资格覆核，才能继续获得住房补助。如果您未完成年度资格覆核，根据联邦规定，您需要支付的租金部分可能会受到影响，第 8 章补助也将被终止。如果 NYCHA 终止您的第 8 章补助，您可能面临被驱逐的风险。

您可以把年度资格覆核理解为每年一次的例行核对。每年，您都需要更新以下家庭信息：

- 家庭成员情况
- 所有家庭成员的收入
- 所有家庭成员的资产
- 所有家庭成员的支出

年度资格覆核不只是一项规定，也有助于保障您的权益，确保：

- **您需要支付的租金部分准确，并根据家庭最新收入计算。**您只需支付应付的金额。
- **您的家庭信息正确。**所有居住在您住房单位内的人都会正确列入家庭成员名单。
- **您能继续获得住房补助。**及时更新信息，有助于避免补助中断。

年度资格覆核是您每年必须向 NYCHA 提交的信息。

您可以通过以下方式办理：

使用 NYCHA 自助服务网站

selfserve.nycha.info

网上办理是完成年度资格覆核最快、最方便的方式！

索取纸质版年度资格覆核表格及资料

如您需要纸质版作为合理便利，可提出申请。

如需申请，请致电 NYCHA 客户服务中心（CCC）(718) 707-7771。

要完成年度资格覆核，您需要：

- 及时向 NYCHA 提交所有必需的表格和文件。
- 如 NYCHA 要求补充信息，请及时按要求提供。



EDENWALD HOUSES WINDOWS



每年需要办理的事项

年度资格覆核

每年必须办理

- NYCHA 会在年度资格覆核到期前约五个月通知您。
- 您需要提交家庭收入、资产、支出和证明文件。
- NYCHA 会审查并核实您提交的信息。
- NYCHA 会发出《补助券支付金额调整通知》(VCN)，确认您需要支付的租金部分和补助金额。*

中期资格覆核

年度资格覆核到期前，如家庭情况发生变化，必须办理

- 家庭成员情况、收入、资产或支出发生变化。
- 您需要提交更新后的信息和证明文件。
- NYCHA 会审查并核实您提交的信息。
- NYCHA 会发出《补助券支付金额调整通知》(VCN)，确认您需要支付的租金部分和补助金额。*

* 如果您不同意您需要支付的租金部分的计算结果，请按照 VCN 上的说明申请非正式会议或听证会。

资格覆核的类型

年度资格覆核（每年必须办理）

NYCHA 每年会在年度资格覆核到期前约五个月向您邮寄通知。您需要提交家庭成员情况、收入、资产、支出等信息，以及所需文件。

NYCHA 将审查并核实您提交的所有信息，然后向您和房东发出《补助券支付金额调整通知》（VCN），其中会列明您需要支付的租金部分，以及 NYCHA 支付的租金部分（补助）。*

中期资格覆核（家庭情况发生变化时办理）

如果您的家庭情况在两次年度资格覆核之间发生变化，您必须在变化发生之日起 30 天内申报，不要等到下一次年度资格覆核。

如果以下方面发生变化，您可以申请中期资格覆核：

- 收入
- 资产或支出
- 家庭成员，例如有人搬入或搬出

请确保您已完成目前需要办理的年度资格覆核，以便相关变更得到妥善处理。您可以使用任何可上网的设备，通过自助服务网站快速申请中期资格覆核。

如需纸质版《补助券持有人中期变更申请表》，**可致电 NYCHA 客户服务中心（CCC）(718) 707-7771 索取。**

NYCHA 将审查并核实您提交的所有信息，然后向您和您的 PACT 合作方发出《补助券支付金额调整通知》（VCN），其中会列明合同租金、您需要支付的租金部分，以及 NYCHA 的补助金额。*

---

* 如果您不同意您需要支付的租金部分的计算结果，请按照 VCN 上的说明申请非正式会议或听证会。

如何完成年度资格覆核

使用 NYCHA 自助服务网站办理

对大多数住户来说，网上办理是最简单、最快的方式。您需要回答的问题较少，填写表格也更方便，还可以随时查看办理进度和个案信息。以后办理年度资格覆核也会更快捷。

NYCHA 自助服务网站

selfserve.nycha.info

自助服务网站：

- 每天 24 小时均可使用
- 可通过电脑、平板电脑或智能手机使用
- 提供 Google 翻译，支援多种语言



如何注册 NYCHA 自助服务网站帐户

1. 如果您尚未注册帐户，需要先注册，才能开始在网上办理资格覆核。
   a. **注册帐户：**输入您的信息，并按照 NYCHA 自助服务网站上的说明完成注册。
   b. **确认帐户：**NYCHA 会向您发送一封电子邮件，其中包含帐户确认链接。
   c. **登入帐户：**在登入页面输入 NYCHA 提供的用户名和密码。
2. 如果 NYCHA 寄到您住房单位的通知中提供了用户名和临时密码，您可以直接使用这些信息登入，不需要另外注册或确认帐户。
3. 如果您在住宅区纳入 PACT 计划前已经注册了 NYCHA 自助服务网站帐户，请使用原来的用户名和密码登入。

帐户登入需要协助？

如果您忘记用户名或密码，或登入时需要协助，
请致电 NYCHA 客户服务中心（CCC）(718) 707-7771。

邮寄提交

如您因合理便利需要纸质版年度资格覆核表格及资料，**可致电 NYCHA 客户服务中心 (CCC) (718) 707-7771 提出申请。**

填妥的纸质版年度资格覆核表格及资料必须邮寄给 NYCHA，或亲自送到 NYCHA 客户服务办事处。

邮寄地址：

New York City Housing Authority
Leased Housing Department
PO Box 19201
Long Island City, NY 11101

前往 NYCHA 客户服务办事处

如需前往 NYCHA 客户服务办事处办理资格覆核，请致电 (718) 707-7771，或浏览 on.nyc.gov/nycha-ccc-appt 预约。可预约时段为星期一至星期五上午 8 时至下午 5 时。

NYCHA 客户服务办事处地址：

布朗克斯／曼哈顿／皇后区

478 E. Fordham Rd (1 Fordham Plaza), 2nd Fl.
Bronx, NY 10458

布鲁克林／史坦顿岛／皇后区

787 Atlantic Ave., 2nd Fl.
Brooklyn, NY 11238

如需协助，我们可以帮助您！

您的 PACT 物业管理人员或社会服务机构可以协助您办理资格覆核。详情请参阅 第 4 页。

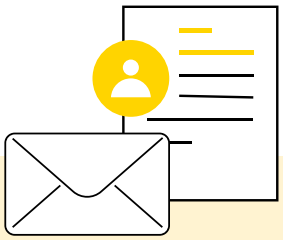


不知道哪种办理方式适合您？

网上办理最方便。您之前输入的信息会保留到下一年度，文件可以直接上传，也可以随时查看办理进度。

填写纸质版年度资格覆核表格及资料时的注意事项

请按照以下步骤办理，以免年度资格覆核的处理出现延误。



- **填妥整份年度资格覆核表格及资料**

  请确保所有表格均已按要求签名并交回。如果您收到的年度资格覆核表格及资料中包含《欠公共住房机构的债务》表格和《第三方核实》表格，也必须一并签名并交回。表格未签名是年度资格覆核延误最常见的原因之一。

- **附上所有证明文件**

  这些文件可用来证明您家庭的收入、资产和支出。有关证明文件的更多信息，请参阅 第 21 至 22 页和第 65 至 69 页。

- **表格及资料的每一页都要交回，包括空白页！**

  NYCHA 必须收到完整的表格及资料，才能处理您的资格覆核。即使部分页面不适用于您的家庭，缺少任何一页也可能导致资格覆核延误。

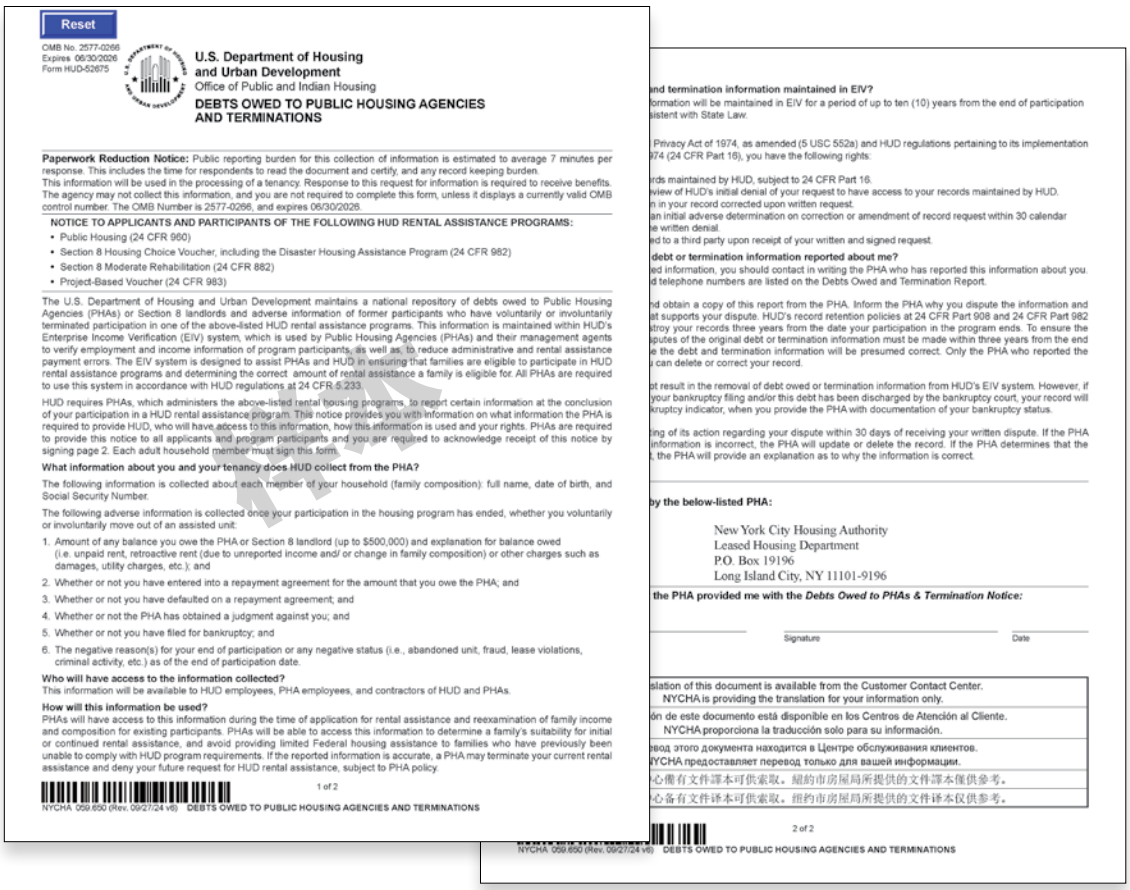
- **为自己保留一份副本**

  邮寄前，请复印所有填妥的表格和证明文件，自己保留一份。如果之后有任何问题，这些副本可以证明您提交了哪些文件，以及提交时间。

- **将填妥的表格及资料邮寄给 NYCHA，或亲自送到 NYCHA 客户服务办事处。**

  请将填妥的年度资格覆核表格及资料以普通邮件寄至其中列出的邮政信箱地址，或亲自送到 NYCHA 客户服务办事处。本指南第 15 页也列有邮寄地址和客户服务办事处地址。

范例:《欠公共住房机构的债务》表格。完整版本请参阅第 71 至 73 页。



Reset

OMB No. 2577-0266
Expires 06/30/2026
Form HUD-52675

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

DEBTS OWED TO PUBLIC HOUSING AGENCIES AND TERMINATIONS

Paperwork Reduction Notice: Public reporting burden for this collection of information is estimated to average 7 minutes per response. This includes the time for respondents to read the document and certify, and any record keeping burden. This information will be used in the processing of a tenancy. Response to this request for information is required to receive benefits. The agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. The OMB Number is 2577-0266, and expires 06/30/2026.

NOTICE TO APPLICANTS AND PARTICIPANTS OF THE FOLLOWING HUD RENTAL ASSISTANCE PROGRAMS:

- Public Housing (24 CFR 960)
- Section 8 Housing Choice Voucher, including the Disaster Housing Assistance Program (24 CFR 982)
- Section 8 Moderate Rehabilitation (24 CFR 882)
- Project-Based Voucher (24 CFR 983)

The U.S. Department of Housing and Urban Development maintains a national repository of debts owed to Public Housing Agencies (PHAs) or Section 8 landlords and adverse information of former participants who have voluntarily or involuntarily terminated participation in one of the above-listed HUD rental assistance programs. This information is maintained within HUD's Enterprise Income Verification (EIV) system, which is used by Public Housing Agencies (PHAs) and their management agents to verify employment and income information of program participants, as well as, to reduce administrative and rental assistance payment errors. The EIV system is designed to assist PHAs and HUD in ensuring that families are eligible to participate in HUD rental assistance programs and determining the correct amount of rental assistance a family is eligible for. All PHAs are required to use this system in accordance with HUD regulations at 24 CFR 5.233.

HUD requires PHAs, which administers the above-listed rental housing programs, to report certain information at the conclusion of your participation in a HUD rental assistance program. This notice provides you with information on what information the PHA is required to provide HUD, who will have access to this information, how this information is used and your rights. PHAs are required to provide this notice to all applicants and program participants and you are required to acknowledge receipt of this notice by signing page 2. Each adult household member must sign this form.

What information about you and your tenancy does HUD collect from the PHA?

The following information is collected about each member of your household (family composition): full name, date of birth, and Social Security Number.

The following adverse information is collected once your participation in the housing program has ended, whether you voluntarily or involuntarily move out of an assisted unit:

1. Amount of any balance you owe the PHA or Section 8 landlord (up to $500,000) and explanation for balance owed (i.e. unpaid rent, retroactive rent (due to unreported income and/ or change in family composition) or other charges such as damages, utility charges, etc.); and
2. Whether or not you have entered into a repayment agreement for the amount that you owe the PHA; and
3. Whether or not you have defaulted on a repayment agreement; and
4. Whether or not the PHA has obtained a judgment against you; and
5. Whether or not you have filed for bankruptcy; and
6. The negative reason(s) for your end of participation or any negative status (i.e., abandoned unit, fraud, lease violations, criminal activity, etc.) as of the end of participation date.

Who will have access to the information collected?
This information will be available to HUD employees, PHA employees, and contractors of HUD and PHAs.

How will this information be used?
PHAs will have access to this information during the time of application for rental assistance and reexamination of family income and composition for existing participants. PHAs will be able to access this information to determine a family's suitability for initial or continued rental assistance, and avoid providing limited Federal housing assistance to families who have previously been unable to comply with HUD program requirements. If the reported information is accurate, a PHA may terminate your current rental assistance and deny your future request for HUD rental assistance, subject to PHA policy.

1 of 2

NYCHA 059.650 (Rev. 09/27/24 v6) DEBTS OWED TO PUBLIC HOUSING AGENCIES AND TERMINATIONS

nd termination information maintained in EIV?
formation will be maintained in EIV for a period of up to ten (10) years from the end of participation sistent with State Law.

Privacy Act of 1974, as amended (5 USC 552a) and HUD regulations pertaining to its implementation 974 (24 CFR Part 16), you have the following rights:

rds maintained by HUD, subject to 24 CFR Part 16.
view of HUD's initial denial of your request to have access to your records maintained by HUD.
n in your record corrected upon written request.
an initial adverse determination on correction or amendment of record request within 30 calendar e written denial.
ed to a third party upon receipt of your written and signed request.

debt or termination information reported about me?
ed information, you should contact in writing the PHA who has reported this information about you. d telephone numbers are listed on the Debts Owed and Termination Report.

nd obtain a copy of this report from the PHA. Inform the PHA why you dispute the information and at supports your dispute. HUD's record retention policies at 24 CFR Part 908 and 24 CFR Part 982 stroy your records three years from the date your participation in the program ends. To ensure the sputes of the original debt or termination information must be made within three years from the end e the debt and termination information will be presumed correct. Only the PHA who reported the can delete or correct your record.

ot result in the removal of debt owed or termination information from HUD's EIV system. However, if your bankruptcy filing and/or this debt has been discharged by the bankruptcy court, your record will kruptcy indicator, when you provide the PHA with documentation of your bankruptcy status.

ing of its action regarding your dispute within 30 days of receiving your written dispute. If the PHA information is incorrect, the PHA will update or delete the record. If the PHA determines that the , the PHA will provide an explanation as to why the information is correct.

by the below-listed PHA:

New York City Housing Authority
Leased Housing Department
P.O. Box 19196
Long Island City, NY 11101-9196

the PHA provided me with the *Debts Owed to PHAs & Termination Notice:*

Signature Date

slation of this document is available from the Customer Contact Center. NYCHA is providing the translation for your information only.
ón de este documento está disponible en los Centros de Atención al Cliente. NYCHA proporciona la traducción solo para su información.
евод этого документа находится в Центре обслуживания клиентов. NYCHA предоставляет перевод только для вашей информации.
心備有文件譯本可供索取。紐約市房屋局所提供的文件譯本僅供參考。
心备有文件译本可供索取。纽约市房屋局所提供的文件译本仅供参考。

2 of 2

NYCHA 059.650 (Rev. 09/27/24 v6) DEBTS OWED TO PUBLIC HOUSING AGENCIES AND TERMINATIONS

范例:《第三方核实》表格。完整版本请参阅第 75 至 77 页。



Reset

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

THIRD PARTY VERIFICATION - CONSENT TO RELEASE INFORMATION

TENANT STREET ADDRESS

CITY, STATE, ZIP

A. VOUCHER #

B. ***Use this form for reexaminations effective on or after January 1, 2024. Use form HUD-9886 for reexaminations effective prior to January 1, 2024.***

Authorization for the Release of Information/Privacy Act Notice to the U.S. Department of Housing and Urban Development and the New York City Housing Authority (NYCHA)

U.S. Department of Housing and Urban Development, Office of Public and Indian Housing

New York City Housing Authority requesting release of information:

New York City Housing Authority
90 Church Street, 5th Floor
New York, NY 10001

Authority: Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993. This law is found at 42 U.S.C. 3544. This law requires you to sign a consent form authorizing: (1) HUD, and NYCHA to request verification of salary and wages from current or previous employers; (2) HUD and NYCHA to request wage and unemployment compensation claim information from the state agency responsible for keeping that information; and (3) HUD to request certain tax return information from the U.S. Social Security Administration and the U.S. Internal Revenue Service. HUD regulations (24 CFR 5.210 et. seq.; 24 CFR 5.609; and 24 CFR 960.259) authorize NYCHA to collect other information necessary to determine eligibility for assistance or level of benefits.

Section 104 of the Housing Opportunity and Modernization Act of 2016. The relevant provisions are found at 42 U.S.C. 1437n . This law requires you to sign a consent form authorizing NYCHA to request verification of any financial record from any financial institutions as defined in the Right to Financial Privacy Act (12 U.S.C. 3401)), whenever NYCHA determines the record is needed to determine a Section 9/public housing or Section 8/Housing Choice Voucher applicant's or participant's eligibility for assistance or level of benefits.

Purpose: In signing this consent form, you are authorizing HUD and NYCHA to request income information from the sources listed on the form. HUD and NYCHA need this information to verify your household's income, family composition and related information for every household member, in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. HUD and NYCHA may participate in computer matching programs with these sources in order to verify your eligibility and level of benefits.

Uses of Information to be Obtained: HUD is required to protect the income information it obtains in accordance with the Privacy Act of 1974, 5 U.S.C. 552a. HUD may disclose information (other than tax return information) for certain routine uses, such as to other government agencies for law enforcement purposes, and to Housing Agencies for the purpose of determining housing assistance. NYCHA is also required to protect the income information it obtains in accordance with any applicable State privacy law. HUD and NYCHA employees may be subject to penalties for unauthorized disclosures or improper uses of the income information that is obtained based on the consent form. **Private owners may not request or receive information authorized by this form.**

Who Must Sign the Consent Form: Each member of your family who is 18 years of age or older must sign the consent form. Additional signatures must be obtained from new adult members joining the family or whenever members of the family become 18 years of age.

Persons who apply for or receive assistance under the following programs are required to sign this consent form:

Public Housing
Housing Choice Voucher
Section 8 Moderate Rehabilitation

Failure to Sign Consent Form: Your failure to sign the consent form may result in the denial of eligibility or termination of assisted housing benefits, or both. Denial of eligibility or termination of benefits is subject to NYCHA's grievance procedures and Section 8 informal hearing procedures.

Revocation of consent: If you revoke consent, NYCHA will be unable to verify your information, although the data matches between HUD and other agencies will continue to automatically occur in the Enterprise Income Verification (EIV) System if the family is not terminated from the program.

Sources of Information to be Obtained
State Wage Information Collection Agencies. (This consent is limited to wages and unemployment compensation I have received when I have received assisted housing benefits.)

U.S. Social Security Administration (HUD only) (This consent is limited to the wage and self-employment information and payments of retirement income as referenced at Section 6103(l)(7)(A) of the Internal Revenue Code.)

Original is retained by the requesting organization. ref. Handbooks 7420.7, 7420.8, & 7465.1 **HUD-9886-A exp. 10/31/26**

1 of 2

NYCHA 059.293 (Rev. 12/04/23 v4) THIRD PARTY VERIFICATION - CONSENT TO RELEASE INFORMATION

obtained regarding public or private nt compensation information, worker's me, military pay, alimony, child support, attendance verification and information cial grants, from various entities, credit cies, including but not limited to the: • inistration, • NYC Office of Payroll rtment of Finance, • NYC Department of NYC Clerk's Office, • NYS Department nd NYS Office of Court Administration, and • US Department of Veterans Affairs. e (HUD only) (This consent is limited to t and dividends).)

ned directly from: (a) current and former and wages; and (b) financial institutions financial Privacy Act (12 U.S.C. 3401), es the record is needed to determine an gibility for assistance or level of benefits. rmation obtained from these sources will that I provide in determining eligibility

for assisted housing programs and the level of benefits. Therefore, this consent form only authorizes release directly from employers and financial institutions of information.

Consent: I consent to allow HUD or NYCHA to request and obtain income information from the sources listed on this form for the purpose of verifying my eligibility and level of benefits under HUD's assisted housing programs. I understand that Housing Agencies, like NYCHA, that receive income information under this consent form cannot use it to deny, reduce or terminate assistance without first independently verifying what the amount was, whether I actually had access to the funds and when the funds were received. In addition, I must be given an opportunity to contest those determinations.

This consent form remains effective until the earliest of (i) the rendering of a final adverse decision for an assistance applicant; (ii) the cessation of a participant's eligibility for assistance from HUD and NYCHA; or (iii) The express revocation by the assistance applicant or recipient (or applicable family member) of the authorization, in a written notification to HUD or NYCHA.

c. Social Security Number

e. Date (mm/dd/yyyy)

: The Department of Housing and Urban Development (HUD) is authorized to collect this information by the U.S. .C. 1437 et. seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), and by the Fair Housing Act (42 s form authorizes HUD and NYCHA to request income information to verify your household's income in order to r assisted housing benefits and that these benefits are set at the correct level. Failure to provide any of the requested lay or rejection of your eligibility approval.

Consent: HUD and NYCHA (or any employee of HUD or NYCHA) may be subject to penalties for unauthorized of information collected based on the consent form. Use of the information collected based on the form HUD 9886 ted on the form HUD 9886. Any person who knowingly or willfully requests, obtains, or discloses any information ing an applicant or participant may be subject to a misdemeanor and fined not more than $5,000. Any applicant or nt disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against D or NYCHA for the unauthorized disclosure or improper use.

he public reporting burden for this information collection is estimated to be 0.16 hours for new admissions and bers turning 19, including the time for reviewing, searching existing data sources, gathering and maintaining the and reviewing the collection of information. Collection of information income and assets is required for program ses. The submission of the consent form is necessary (form-HUD 9886) so that PHAs can carry out the requirements f B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993 (42 U.S.C. 3544) and Section 104 of nd PHAs can verify eligibility and income information for applicants and participants. This information collection is he Privacy Act. Send comments regarding this burden estimate or any other aspect of this collection of information, ce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, n providing comments, please refer to OMB Approval No. 2577-0295. HUD may not conduct and sponsor, and a nd to, a collection of information unless the collection displays a valid control number.

esting organization. ref. Handbooks 7420.7, 7420.8, & 7465.1 **HUD-9886-A exp. 10/31/26**

2 of 2

NYCHA 059.293 (Rev. 12/04/23 v4) THIRD PARTY VERIFICATION - CONSENT TO RELEASE INFORMATION



年度
资格覆核
办理步骤

第 1 步	收到 NYCHA 的通知	20
第 2 步	准备文件	21
第 3 步	提交您的信息	23
第 4 步	查看资格覆核状态	37
第 5 步	收到《补助券支付金额调整通知》(VCN)	38

第 1 步

收到 NYCHA 的通知

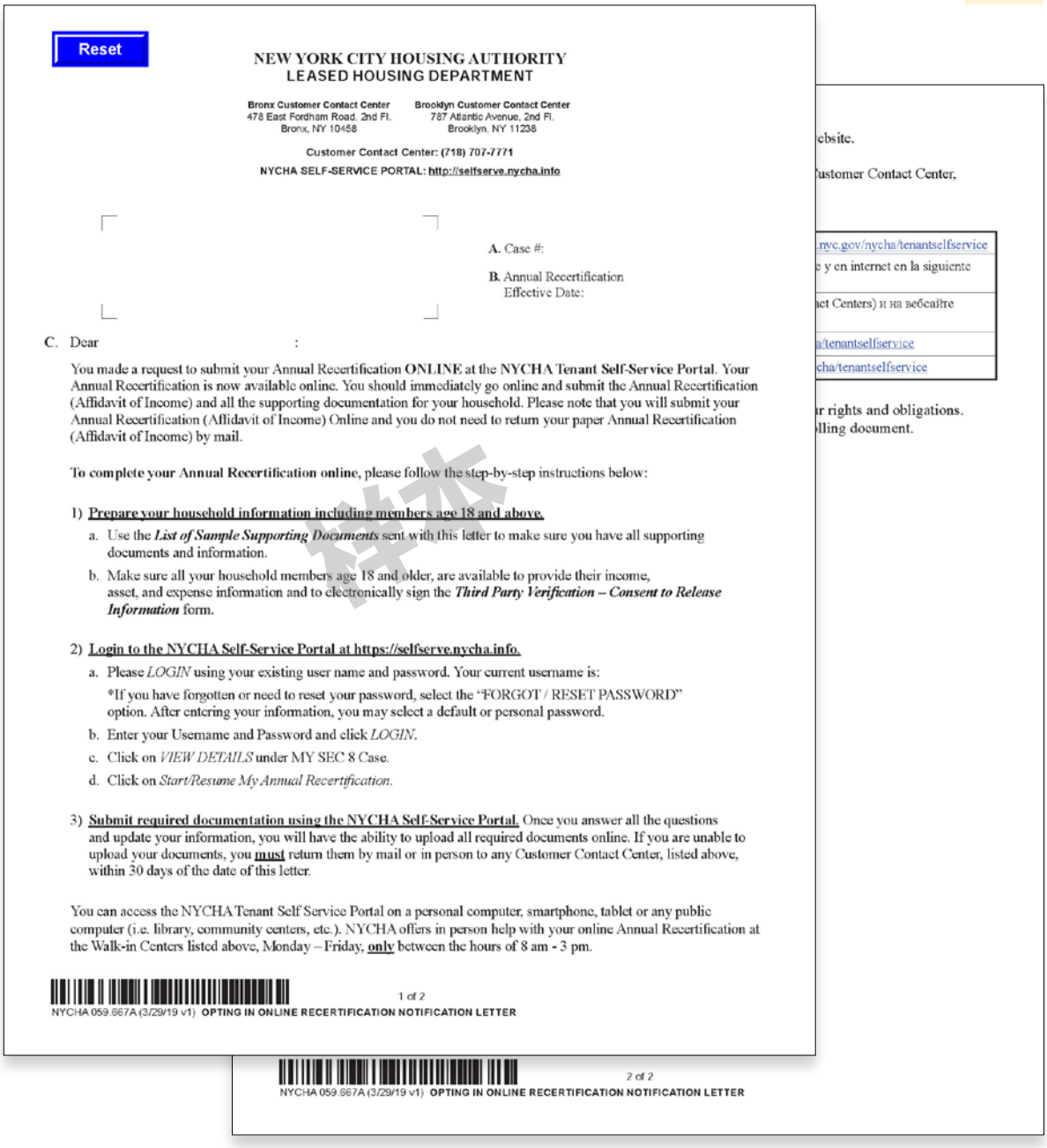
请留意信箱中 NYCHA 寄来的信件。NYCHA 会在年度资格覆核到期前约五个月通知您。

通知会告诉您：

- 年度资格覆核的截止日期
- 需要提交哪些文件（《证明文件清单》）
- 如何登入自助服务网站
- 使用自助服务网站时如何获得协助



范例：《网上办理资格覆核通知信》。完整版本请参阅第 61 至 63 页。



Reset

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

Bronx Customer Contact Center
478 East Fordham Road, 2nd Fl.
Bronx, NY 10458

Brooklyn Customer Contact Center
787 Atlantic Avenue, 2nd Fl.
Brooklyn, NY 11238

Customer Contact Center: (718) 707-7771
NYCHA SELF-SERVICE PORTAL: http://selfserve.nycha.info

A. Case #:

B. Annual Recertification Effective Date:

C. Dear :

You made a request to submit your Annual Recertification **ONLINE** at the **NYCHA Tenant Self-Service Portal**. Your Annual Recertification is now available online. You should immediately go online and submit the Annual Recertification (Affidavit of Income) and all the supporting documentation for your household. Please note that you will submit your Annual Recertification (Affidavit of Income) Online and you do not need to return your paper Annual Recertification (Affidavit of Income) by mail.

To complete your Annual Recertification online, please follow the step-by-step instructions below:

1) **Prepare your household information including members age 18 and above.**
   a. Use the ***List of Sample Supporting Documents*** sent with this letter to make sure you have all supporting documents and information.
   b. Make sure all your household members age 18 and older, are available to provide their income, asset, and expense information and to electronically sign the ***Third Party Verification – Consent to Release Information*** form.

2) **Login to the NYCHA Self-Service Portal at https://selfserve.nycha.info.**
   a. Please *LOGIN* using your existing user name and password. Your current username is:
      *If you have forgotten or need to reset your password, select the "FORGOT / RESET PASSWORD" option. After entering your information, you may select a default or personal password.
   b. Enter your Username and Password and click *LOGIN*.
   c. Click on *VIEW DETAILS* under MY SEC 8 Case.
   d. Click on *Start/Resume My Annual Recertification*.

3) **Submit required documentation using the NYCHA Self-Service Portal.** Once you answer all the questions and update your information, you will have the ability to upload all required documents online. If you are unable to upload your documents, you **must** return them by mail or in person to any Customer Contact Center, listed above, within 30 days of the date of this letter.

You can access the NYCHA Tenant Self Service Portal on a personal computer, smartphone, tablet or any public computer (i.e. library, community centers, etc.). NYCHA offers in person help with your online Annual Recertification at the Walk-in Centers listed above, Monday – Friday, **only** between the hours of 8 am - 3 pm.

样本

NYCHA 059.667A (3/29/19 v1) OPTING IN ONLINE RECERTIFICATION NOTIFICATION LETTER 1 of 2

NYCHA 059.667A (3/29/19 v1) OPTING IN ONLINE RECERTIFICATION NOTIFICATION LETTER 2 of 2

第 2 步

准备文件

收到资格覆核通知信后，请开始准备办理资格覆核所需的所有文件。

通知信会附上《证明文件清单》表格，帮助您确定需要提交哪些类型的文件。所有文件都必须是最新的。

年度及中期资格覆核文件核对清单：
nyc.gov/assets/nycha/downloads/pdf/airecertchecklist-english.pdf

所需文件：

1. 每位家庭成员的《收入宣誓书》
2. 每位年满 18 岁的家庭成员的《第三方核实》表格
3. 证明文件，例如：
   a. 收入证明
   b. 就学情况证明
   c. 所有家庭成员的支出证明
4. 每位年满 18 岁的家庭成员的《欠公共住房机构的债务》表格；如果 NYCHA 已存有该表格，则无需再次提交。

如果您要新增家庭成员

除每位新增成员的收入证明外，您还必须提交以下文件：

- 出生证明
- 社会保障卡
- 公民身份证明或外国人登记卡
- 结婚证或家庭伴侣关系证明（如适用）
- 如果任何家庭成员或新增成员有收入、资产或支出，您必须提供相关的最新证明文件。

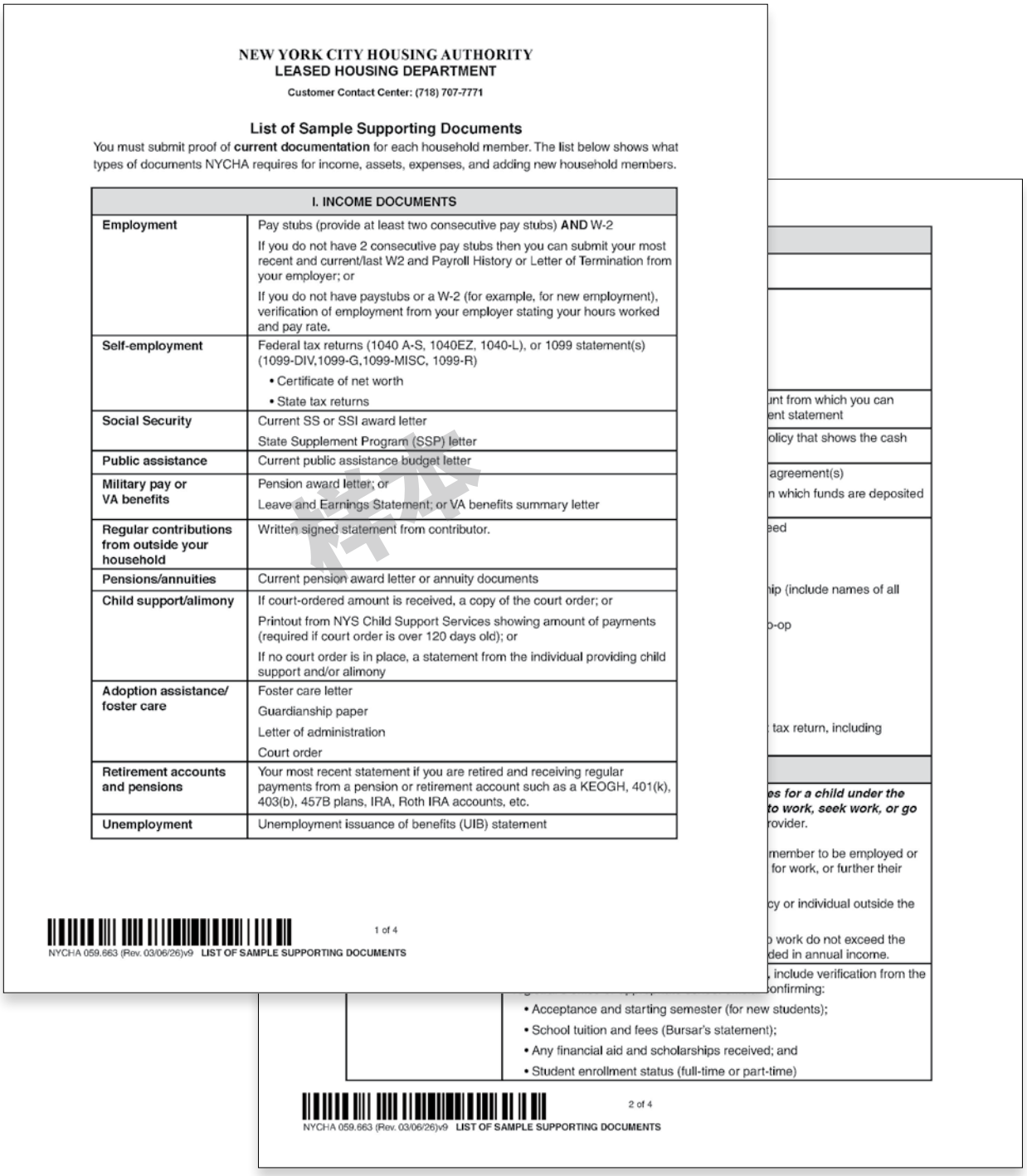
重要提醒：

请务必在办理年度资格覆核时，一并提交所有必需的表格和文件。如果稍后才提交这些表格或文件，您的资格覆核可能会延误。



第 2 步　准备文件 (续)

范例:《证明文件样本清单》。完整版本请参阅第 65 至 69 页。



NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT
Customer Contact Center: (718) 707-7771

List of Sample Supporting Documents

You must submit proof of **current documentation** for each household member. The list below shows what types of documents NYCHA requires for income, assets, expenses, and adding new household members.

I. INCOME DOCUMENTS	
Employment	Pay stubs (provide at least two consecutive pay stubs) **AND** W-2 If you do not have 2 consecutive pay stubs then you can submit your most recent and current/last W2 and Payroll History or Letter of Termination from your employer; or If you do not have paystubs or a W-2 (for example, for new employment), verification of employment from your employer stating your hours worked and pay rate.
Self-employment	Federal tax returns (1040 A-S, 1040EZ, 1040-L), or 1099 statement(s) (1099-DIV,1099-G,1099-MISC, 1099-R) • Certificate of net worth • State tax returns
Social Security	Current SS or SSI award letter State Supplement Program (SSP) letter
Public assistance	Current public assistance budget letter
Military pay or VA benefits	Pension award letter; or Leave and Earnings Statement; or VA benefits summary letter
Regular contributions from outside your household	Written signed statement from contributor.
Pensions/annuities	Current pension award letter or annuity documents
Child support/alimony	If court-ordered amount is received, a copy of the court order; or Printout from NYS Child Support Services showing amount of payments (required if court order is over 120 days old); or If no court order is in place, a statement from the individual providing child support and/or alimony
Adoption assistance/ foster care	Foster care letter Guardianship paper Letter of administration Court order
Retirement accounts and pensions	Your most recent statement if you are retired and receiving regular payments from a pension or retirement account such as a KEOGH, 401(k), 403(b), 457B plans, IRA, Roth IRA accounts, etc.
Unemployment	Unemployment issuance of benefits (UIB) statement

样本

1 of 4
NYCHA 059.663 (Rev. 03/06/26)v9 **LIST OF SAMPLE SUPPORTING DOCUMENTS**

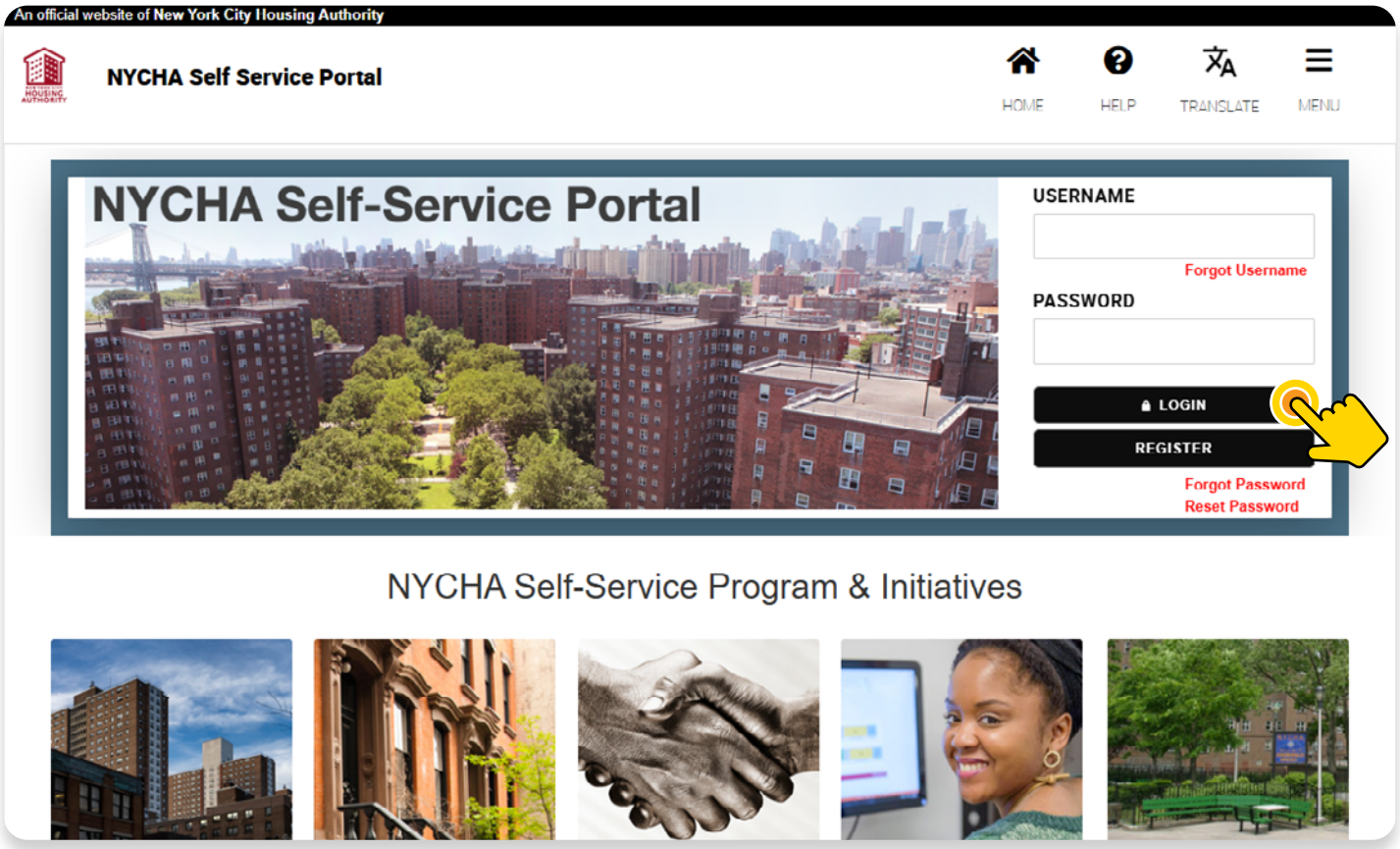
• Acceptance and starting semester (for new students);
• School tuition and fees (Bursar's statement);
• Any financial aid and scholarships received; and
• Student enrollment status (full-time or part-time)

2 of 4
NYCHA 059.663 (Rev. 03/06/26)v9 **LIST OF SAMPLE SUPPORTING DOCUMENTS**

第 3 步

提交您的信息

01. 进入 NYCHA 自助服务网站：selfserve.nycha.info



需要纸质版年度资格覆核表格?

请致电 NYCHA 客户服务中心 (CCC) **(718) 707-7771** 索取。详情请参阅第 13 页。

需要翻译?

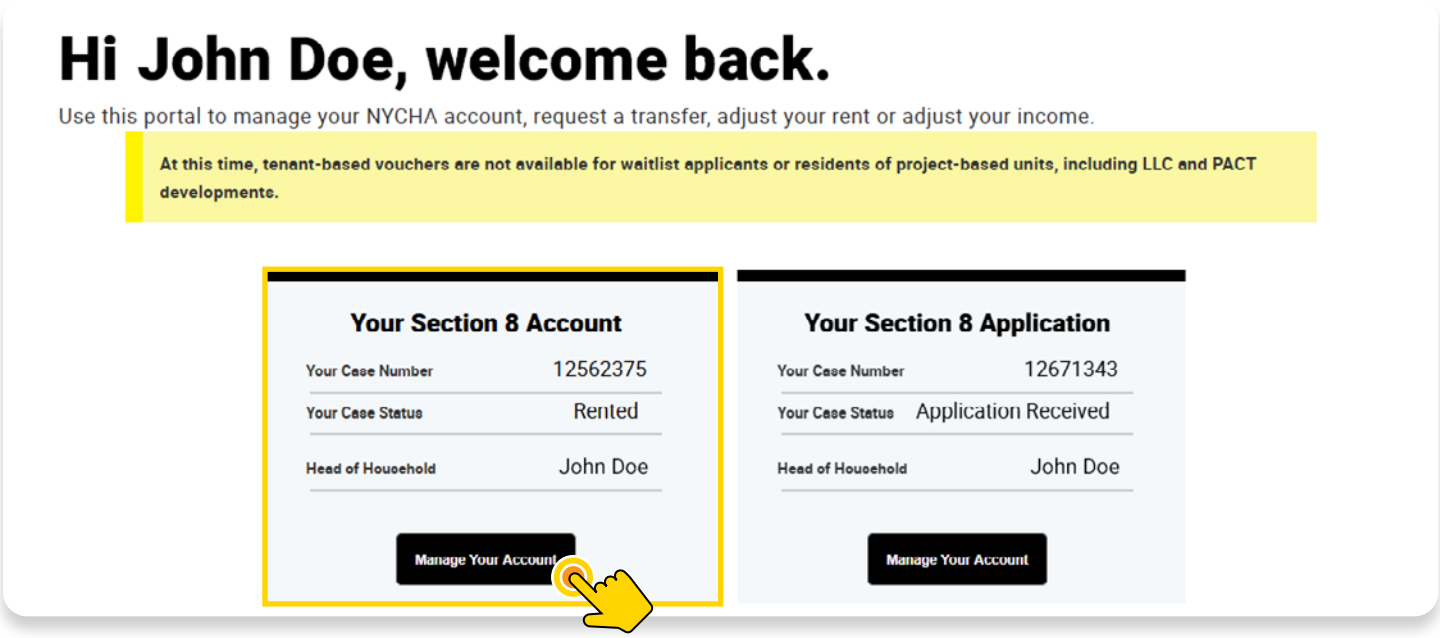
点击画面右上方的 “Translate” (翻译) 图标，选择英语以外的语言。您必须先阅读免责声明，然后再次点击 “Translate” (翻译)，再选择您偏好的语言。



02. 登入您的帐户

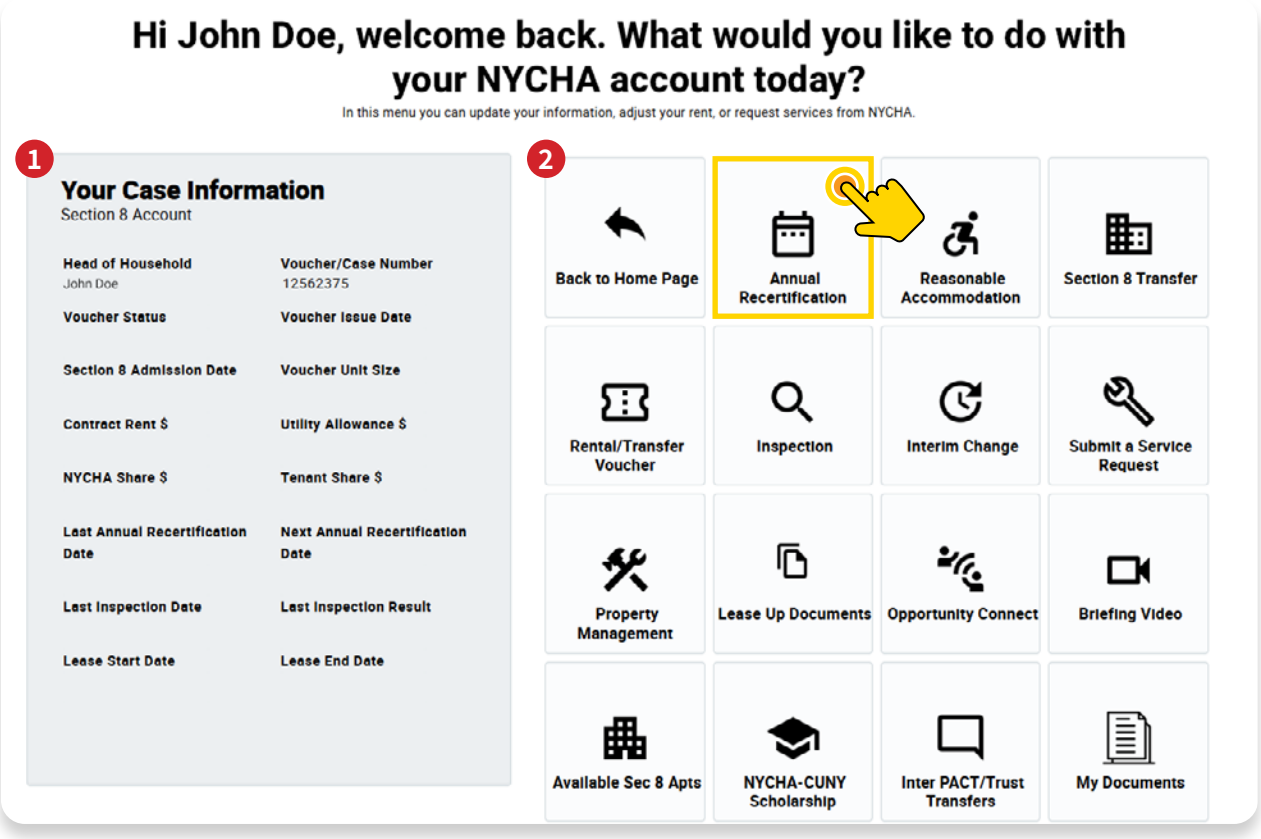
登入您的自助服务网站帐户。有关如何注册 NYCHA 自助服务网站帐户，请参阅第 14 页。

在 “Your Section 8 Account” (您的第 8 章帐户) 部分底部，点击 “Manage Your Account” (管理您的帐户)。



03. 进入年度资格覆核页面

1. 点击页面上方的 “Annual Recertification” (年度资格覆核)。
2. 选择您要完成的年度资格覆核。



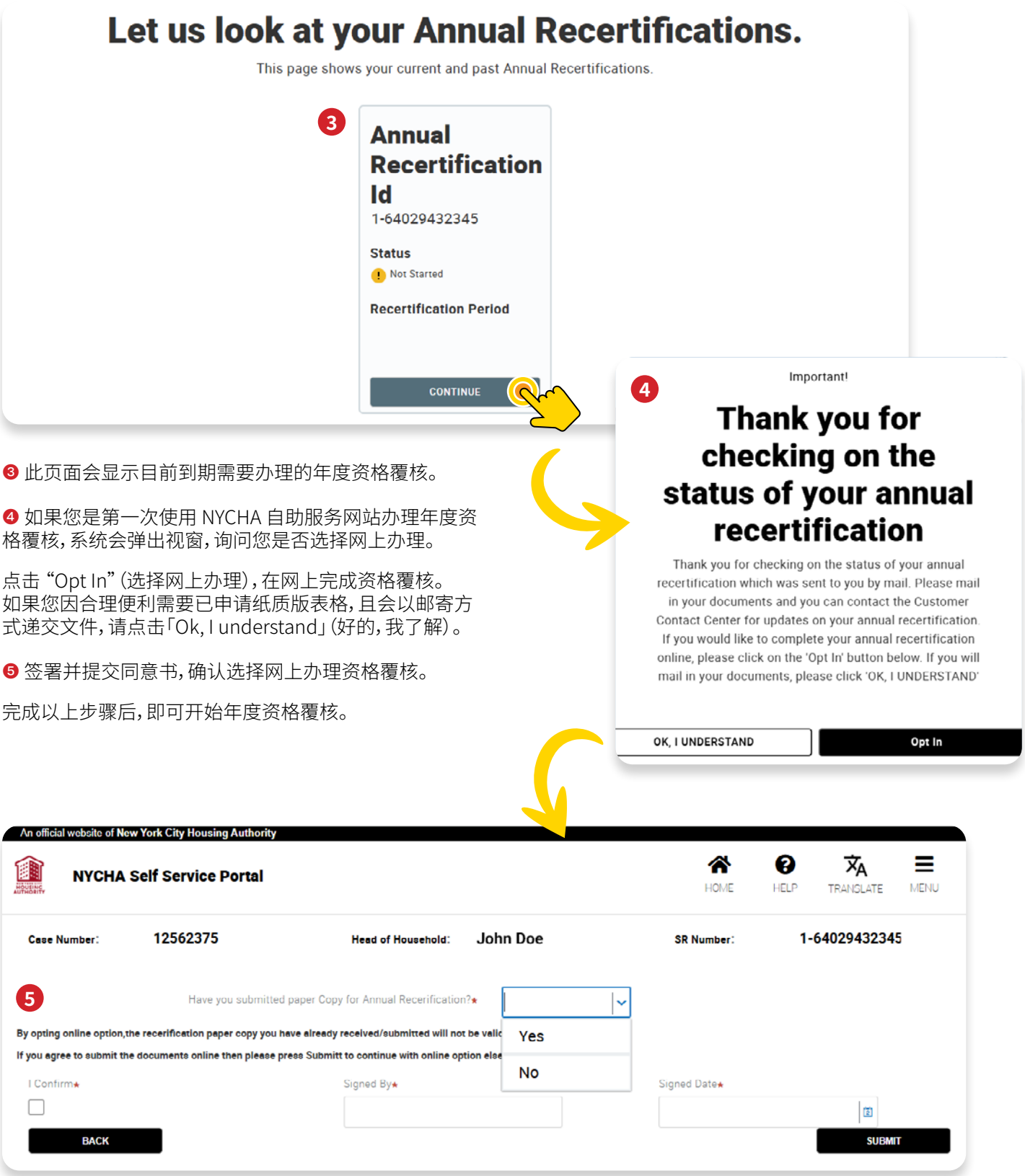
在 “Your Section 8 Account” (您的第 8 章帐户) 部分点击 “Manage Your Account” (管理您的帐户) 后，您会看到这个页面。

❶ 左侧可以查看您的第 8 章个案信息，包括个案编号、租金和资格覆核日期。

❷ 右侧可以选择年度资格覆核、中期资格覆核或其他功能。

点击 “Annual Recertification” (年度资格覆核) 继续。

第 3 步　提交您的信息 (续)



❸ 此页面会显示目前到期需要办理的年度资格覆核。

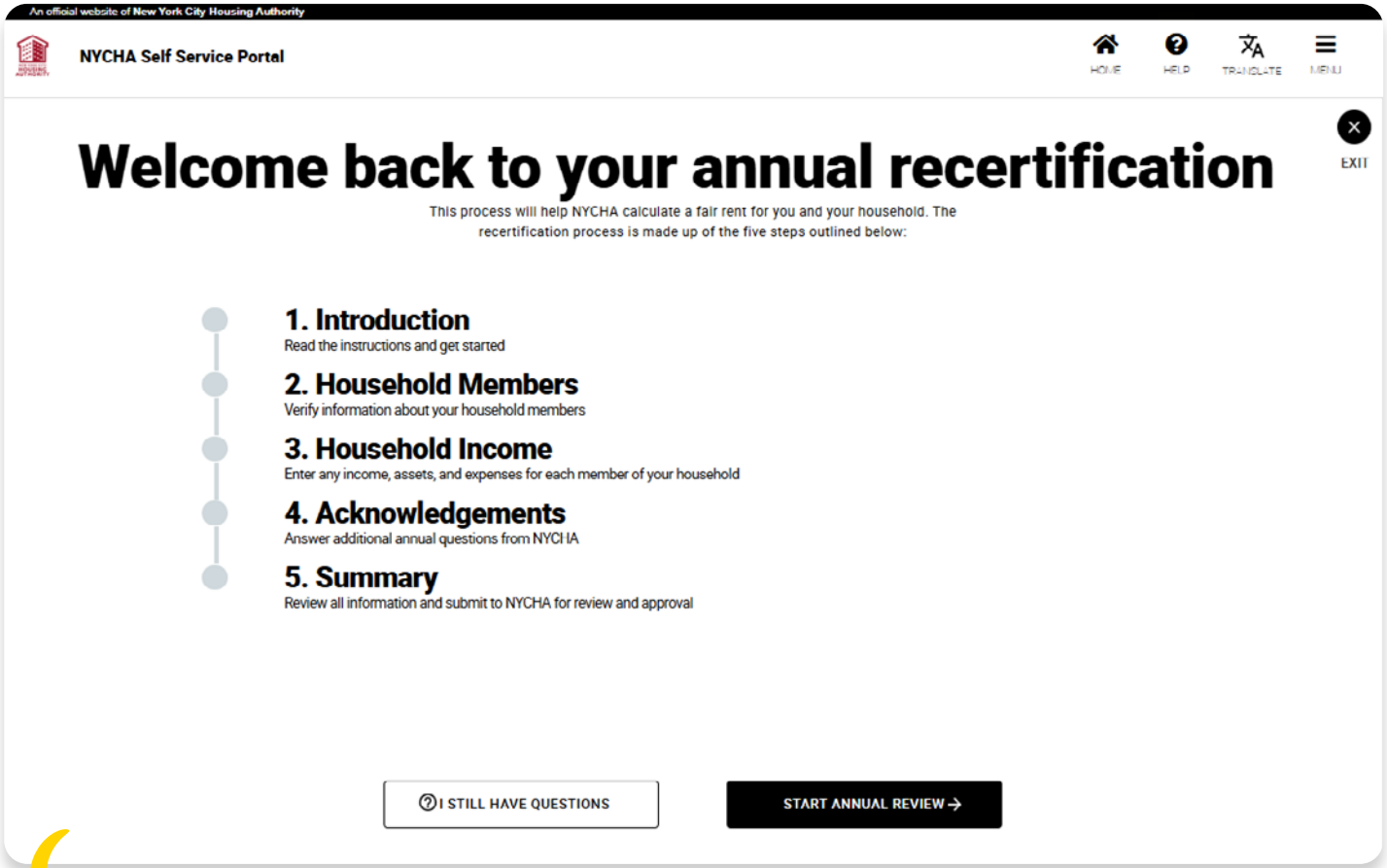
❹ 如果您是第一次使用 NYCHA 自助服务网站办理年度资格覆核，系统会弹出视窗，询问您是否选择网上办理。

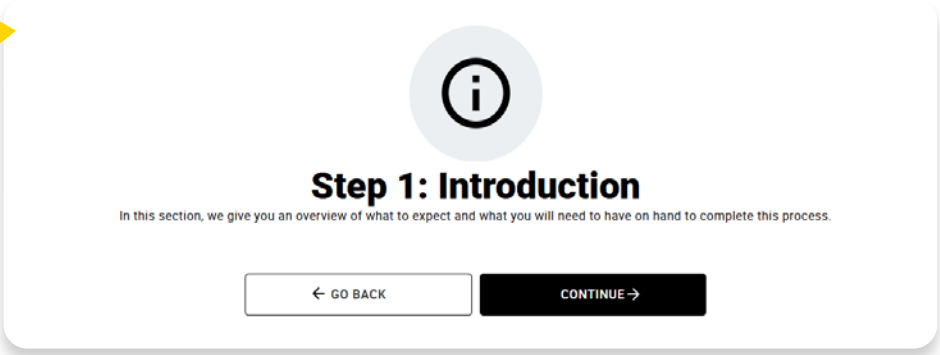
点击 “Opt In” (选择网上办理)，在网上完成资格覆核。
如果您因合理便利需要已申请纸质版表格，且会以邮寄方式递交文件，请点击「Ok, I understand」(好的，我了解)。

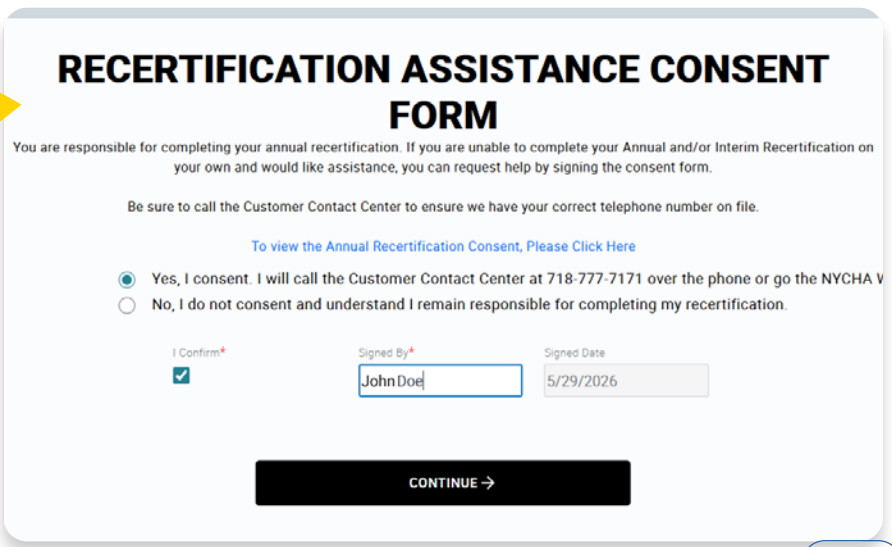
❺ 签署并提交同意书，确认选择网上办理资格覆核。

完成以上步骤后，即可开始年度资格覆核。

第 3 步 提交您的信息 (续)

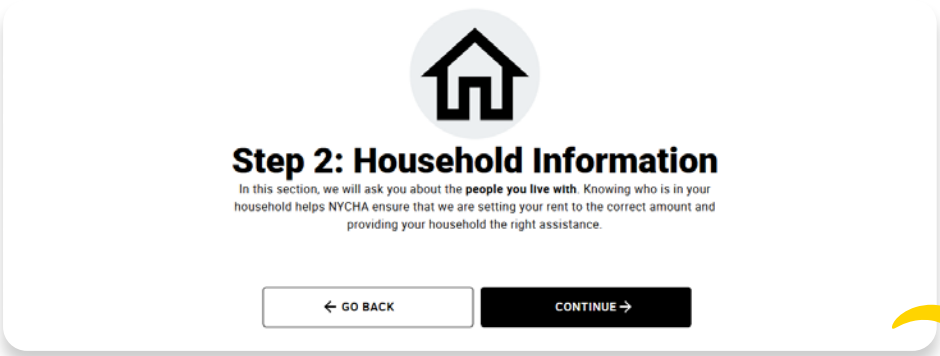

An official website of New York City Housing Authority
NYCHA Self Service Portal
HOME
HELP
TRANSLATE
MENU
Welcome back to your annual recertification
EXIT
This process will help NYCHA calculate a fair rent for you and your household. The recertification process is made up of the five steps outlined below:
1. Introduction
Read the instructions and get started
2. Household Members
Verify information about your household members
3. Household Income
Enter any income, assets, and expenses for each member of your household
4. Acknowledgements
Answer additional annual questions from NYCHA
5. Summary
Review all information and submit to NYCHA for review and approval
I STILL HAVE QUESTIONS
START ANNUAL REVIEW

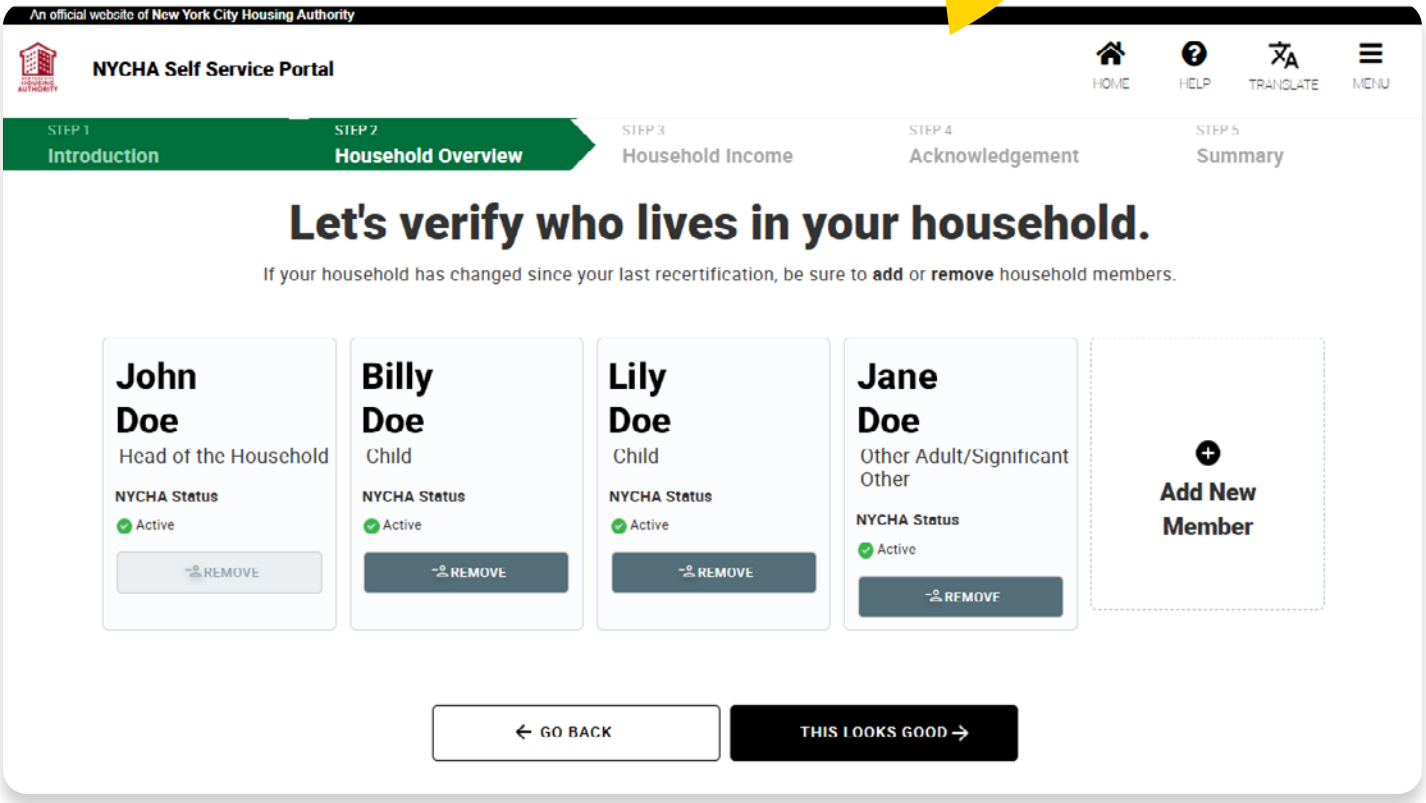

Step 1: Introduction
In this section, we give you an overview of what to expect and what you will need to have on hand to complete this process.
GO BACK
CONTINUE


RECERTIFICATION ASSISTANCE CONSENT FORM
You are responsible for completing your annual recertification. If you are unable to complete your Annual and/or Interim Recertification on your own and would like assistance, you can request help by signing the consent form.
Be sure to call the Customer Contact Center to ensure we have your correct telephone number on file.
To view the Annual Recertification Consent, Please Click Here
Yes, I consent. I will call the Customer Contact Center at 718-777-7171 over the phone or go the NYCHA
No, I do not consent and understand I remain responsible for completing my recertification.
I Confirm*
Signed By*
John Doe
Signed Date
5/29/2026
CONTINUE

04. 确认家庭成员

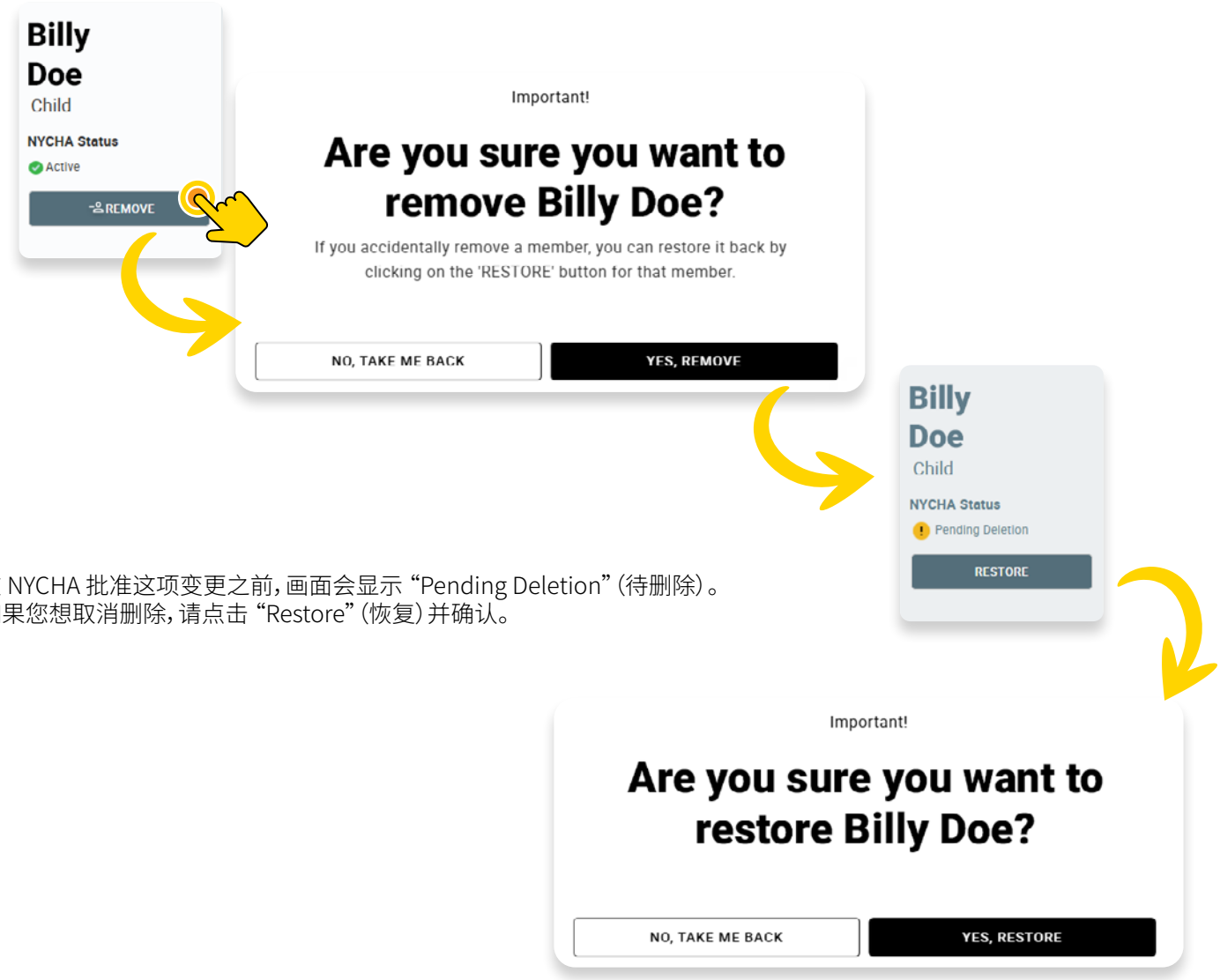
1. 查看家庭成员名单。页面会显示您第 8 章家庭中 “Active” (在册) 的家庭成员。





2. 如需删除在册家庭成员：

a. 在该家庭成员的信息下方点击 “Remove” (删除)。
b. 点击 “Yes, remove” (是，删除)，确认删除该家庭成员。

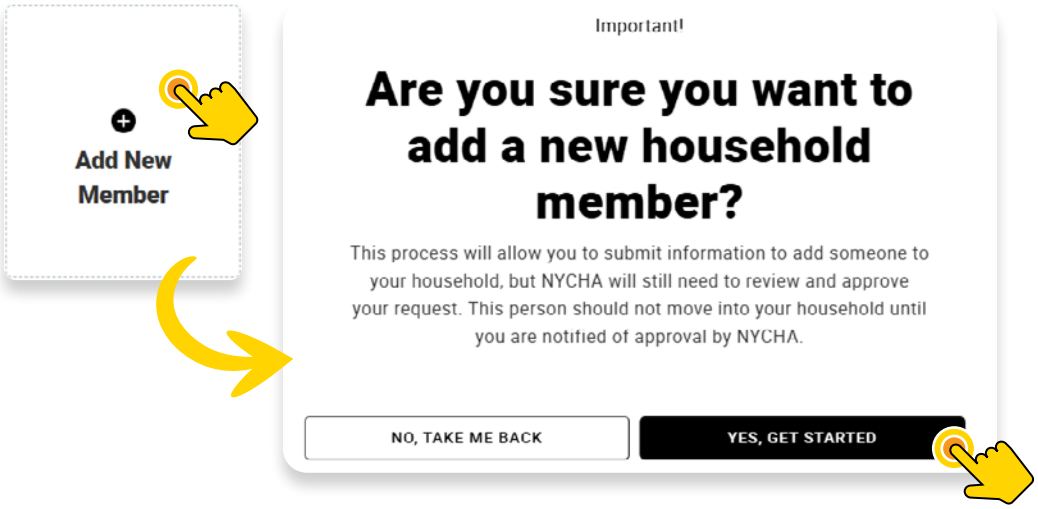


在 NYCHA 批准这项变更之前，画面会显示 “Pending Deletion” (待删除)。
如果您想取消删除，请点击 “Restore” (恢复) 并确认。

04. 确认家庭成员 (续)

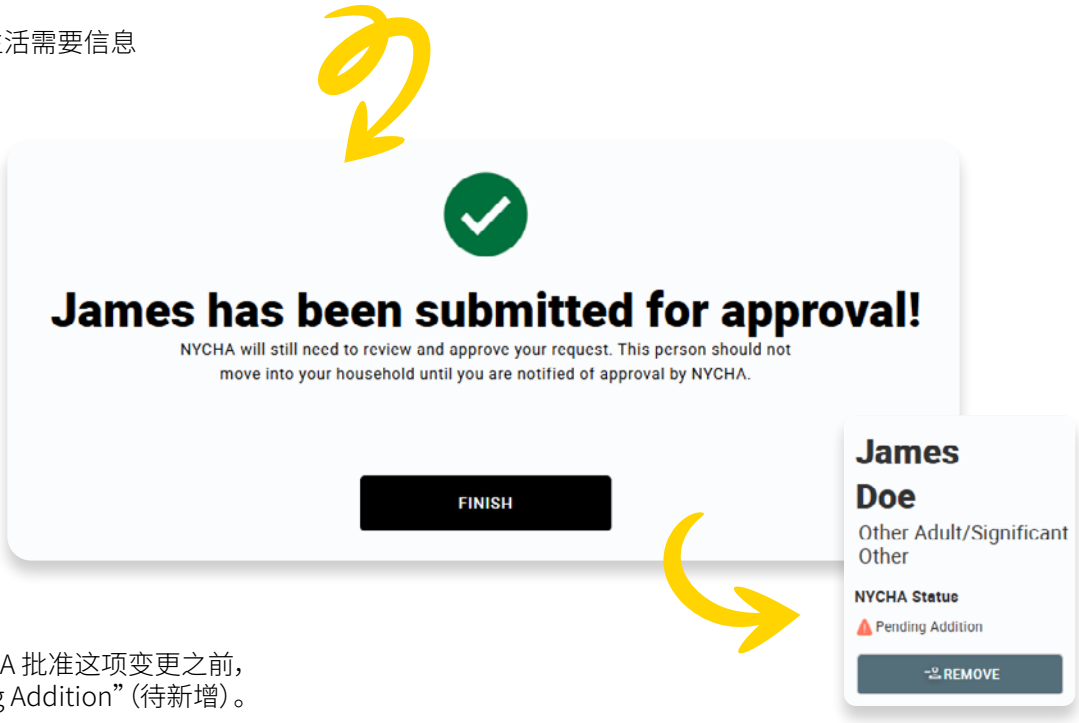
3. 如需新增家庭成员：

a. 点击 “Add New Member” (新增成员)，并按照步骤输入该成员的所有信息。



您必须为新增家庭成员提交最准确、最新的信息。
NYCHA 会要求您上传：

- 身份证明
- 与户主的关系证明
- 公民身份信息
- 联络信息
- 残障及日常生活需要信息
- 就学信息



新增成员后，在 NYCHA 批准这项变更之前，
画面会显示 “Pending Addition” (待新增)。

05. 更新每位家庭成员的信息

1. 查看页面上每位家庭成员的信息，确认是否还有需要填写的内容。
2. 点击 “Enter Finances”（输入财务信息）。

   您必须回答所有问题，并完成以下各部分：

   - 基本信息
   - 收入和资产信息
   - 学生身份宣誓书
   - 其他信息
   - 紧急联络人信息
   - 第三方核实信息披露同意书
   - 公民身份声明
   - 欠公共住房机构的债务

3. 展开各部分并回答相关问题

   - 对于收入、资产和支出，请填写收入来源／类型、名称、地址、金额、开始日期和频率。
   - 如果该家庭成员没有收入，请在收入栏输入 “$0”。
   - 完成各项填写后，点击 “Continue”（继续）。
   - 系统会估算总收入。NYCHA 会在您提交资格覆核后核实收入。

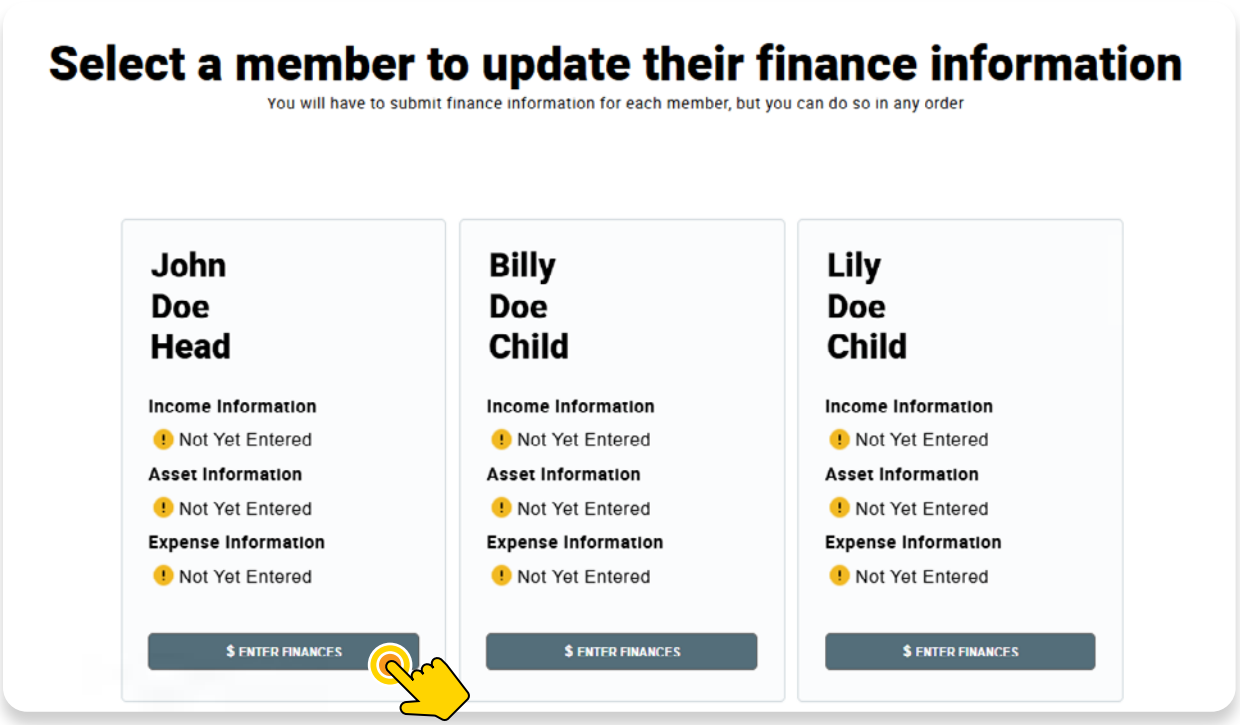
4. 完成后，按照页面显示的选项点击 “This looks good”（信息正确）或 “Ok, I understand”（好的，我了解）。

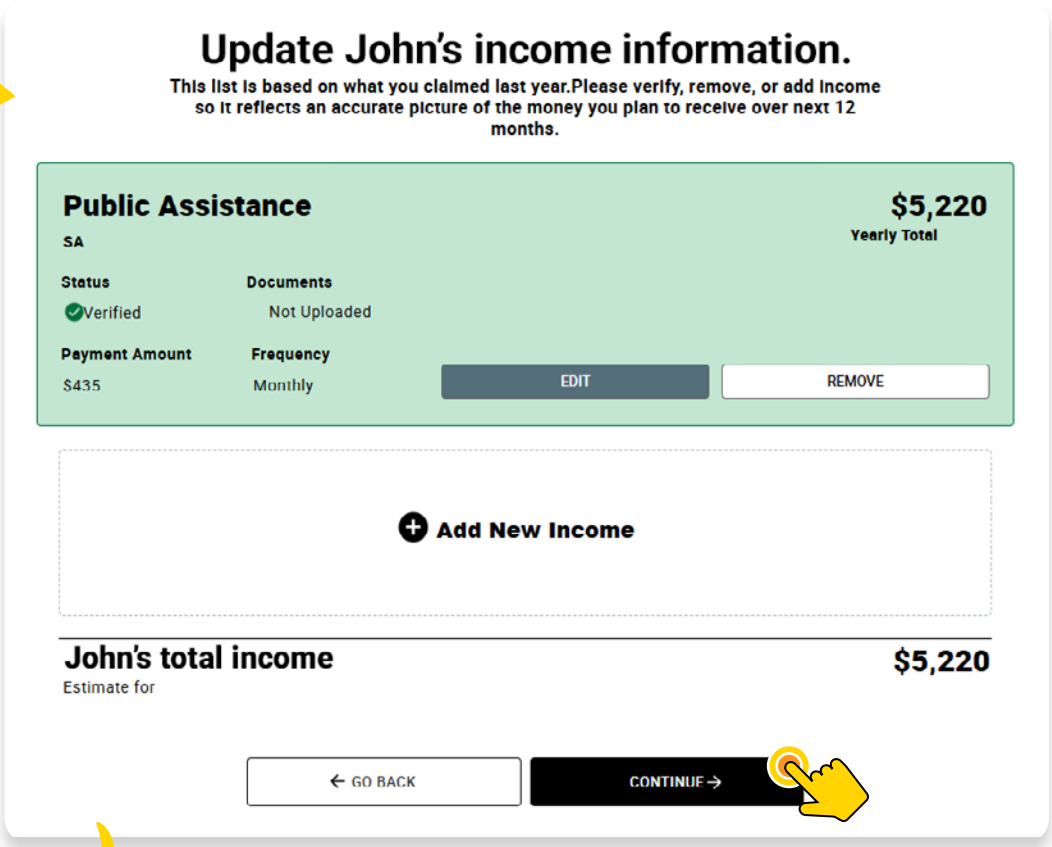
请准备好您的文件！

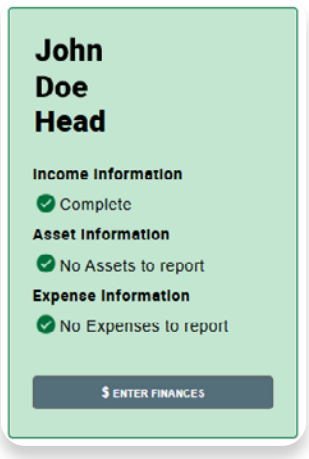
您可以在此流程最后上传所有必需的证明文件。



第 3 步 提交您的信息 (续)

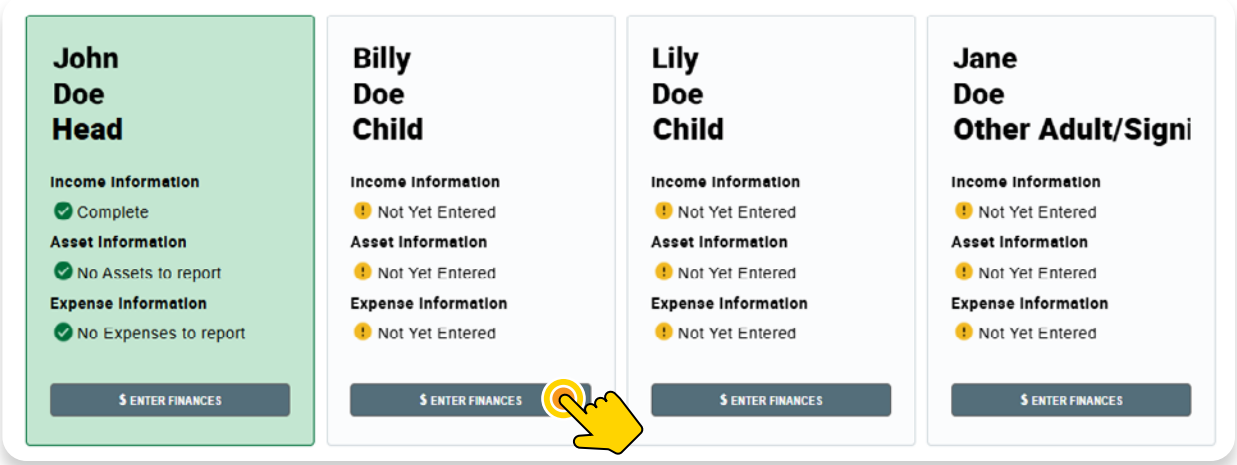

Select a member to update their finance information
You will have to submit finance information for each member, but you can do so in any order
John Doe Head
Income Information
Not Yet Entered
Asset Information
Not Yet Entered
Expense Information
Not Yet Entered
$ ENTER FINANCES
Billy Doe Child
Income Information
Not Yet Entered
Asset Information
Not Yet Entered
Expense Information
Not Yet Entered
$ ENTER FINANCES
Lily Doe Child
Income Information
Not Yet Entered
Asset Information
Not Yet Entered
Expense Information
Not Yet Entered
$ ENTER FINANCES

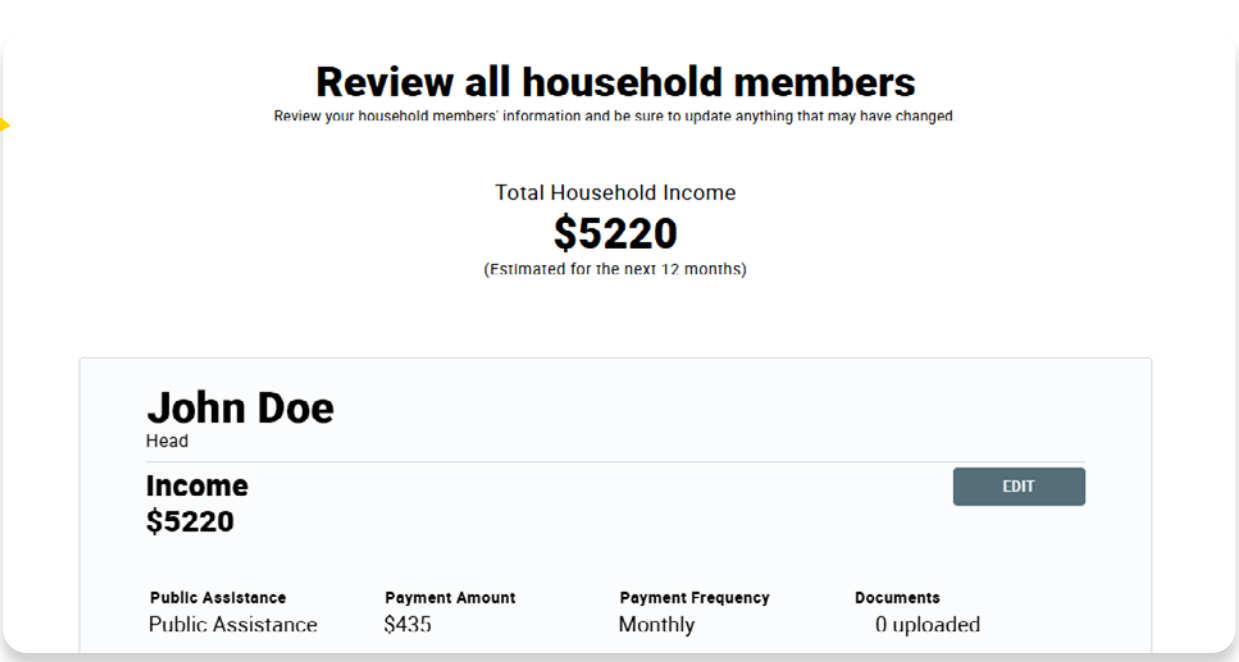

Update John's income information.
This list is based on what you claimed last year.Please verify, remove, or add income so it reflects an accurate picture of the money you plan to receive over next 12 months.
Public Assistance
SA
$5,220
Yearly Total
Status
Verified
Documents
Not Uploaded
Payment Amount
$435
Frequency
Monthly
EDIT
REMOVE
Add New Income
John's total income
Estimate for
$5,220
← GO BACK
CONTINUE →


John Doe Head
Income Information
Complete
Asset Information
No Assets to report
Expense Information
No Expenses to report
$ ENTER FINANCES

06. 查看您输入的信息摘要

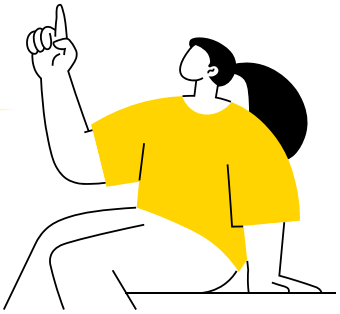
1. 请确认每位家庭成员的信息栏中都没有显示图标 ! 。如果有图标 ! ，请点击 “Update”（更新），完成与该成员相关的所有问题。





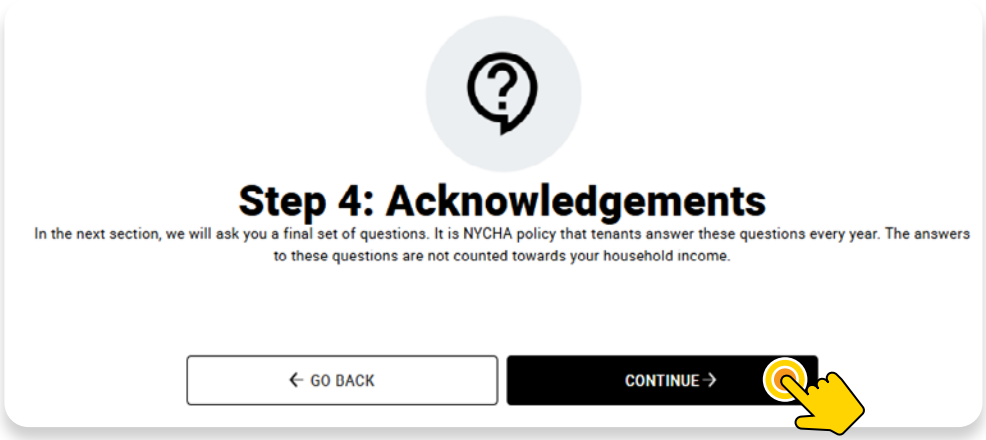
重要提醒：

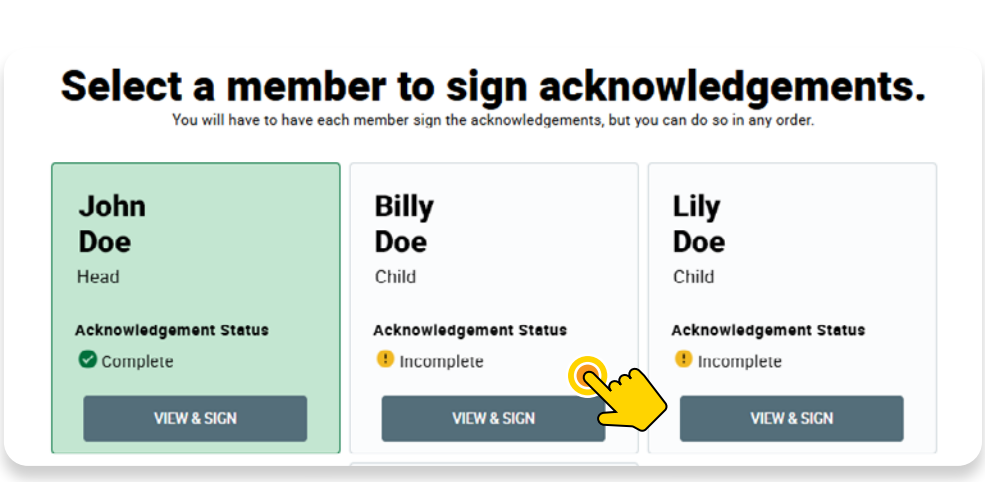
只有在 NYCHA 收到所有必需文件后，您的年度资格覆核才视为完成。



06. 查看您输入的信息摘要 (续)

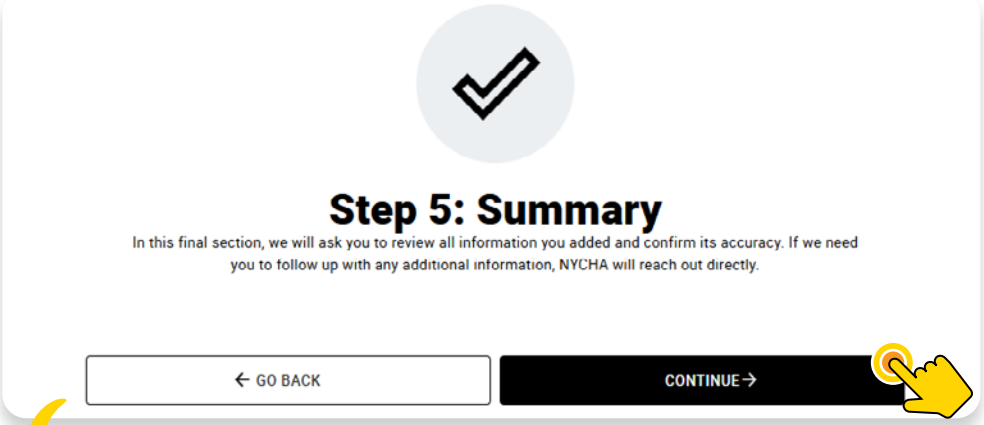
2. 完成家庭成员信息后，页面会显示 “Acknowledgements” (确认事项)。点击 “Continue” (继续)。
3. 请回答以下问题：
   - 是否有任何家庭成员目前正在服现役，或由现役军人供养；
   - 是否有任何家庭成员是终身登记的性犯罪者。
4. 确认户主的联络信息和紧急联络人。
5. 查看并签署每位家庭成员的以下表格：
   - 《第三方核实：信息披露同意书》
   - 《公民身份声明》
   - 《非公民符合资格的理由》(家庭成员为非公民时)
   - 《欠公共住房机构的债务及住房补助资格终止》

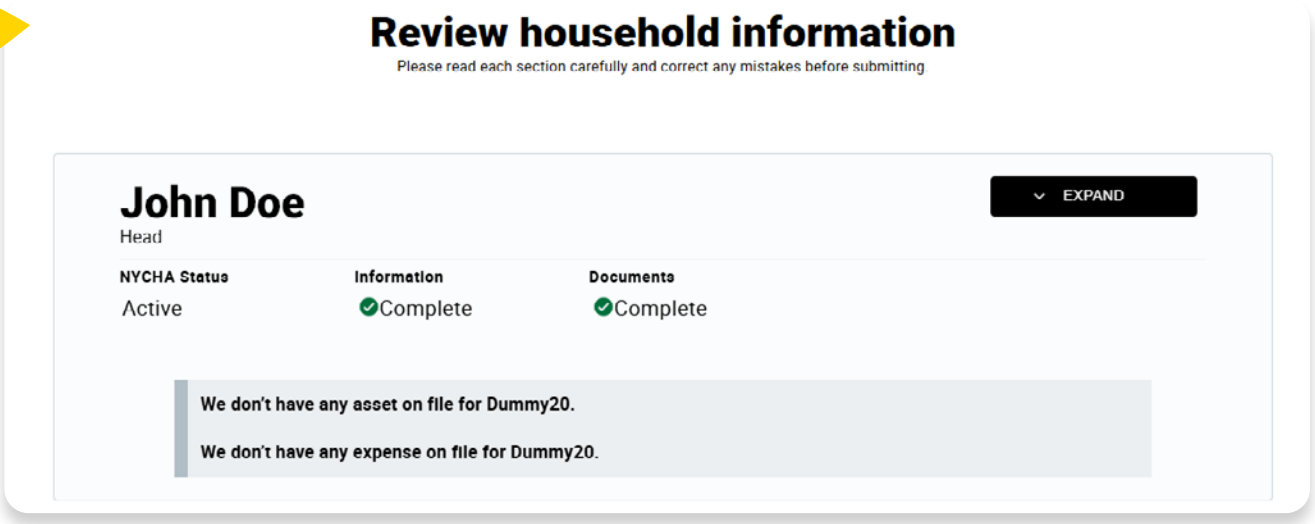




第 3 步　提交您的信息 (续)

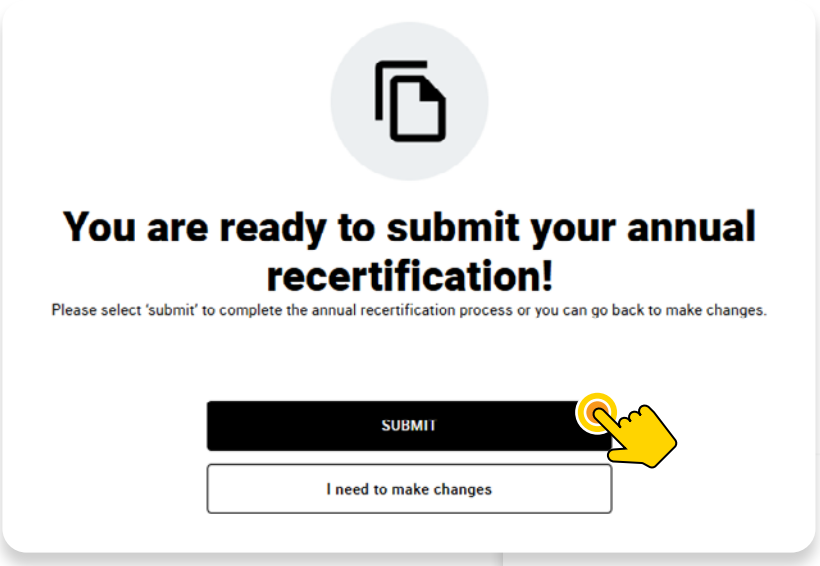
6. 完成确认事项后，您会看到年度资格覆核摘要。
7. 查看摘要。如需修改，请选择 “Go Back” (返回)；如果信息正确，请选择 “Save & Continue” (保存并继续)，提交年度资格覆核。
8. 之后会看到资格覆核的最后一页。确认无误后，点击 “Submit” (提交)；如需修改信息，请选择 “I need to make changes” (我需要修改)。

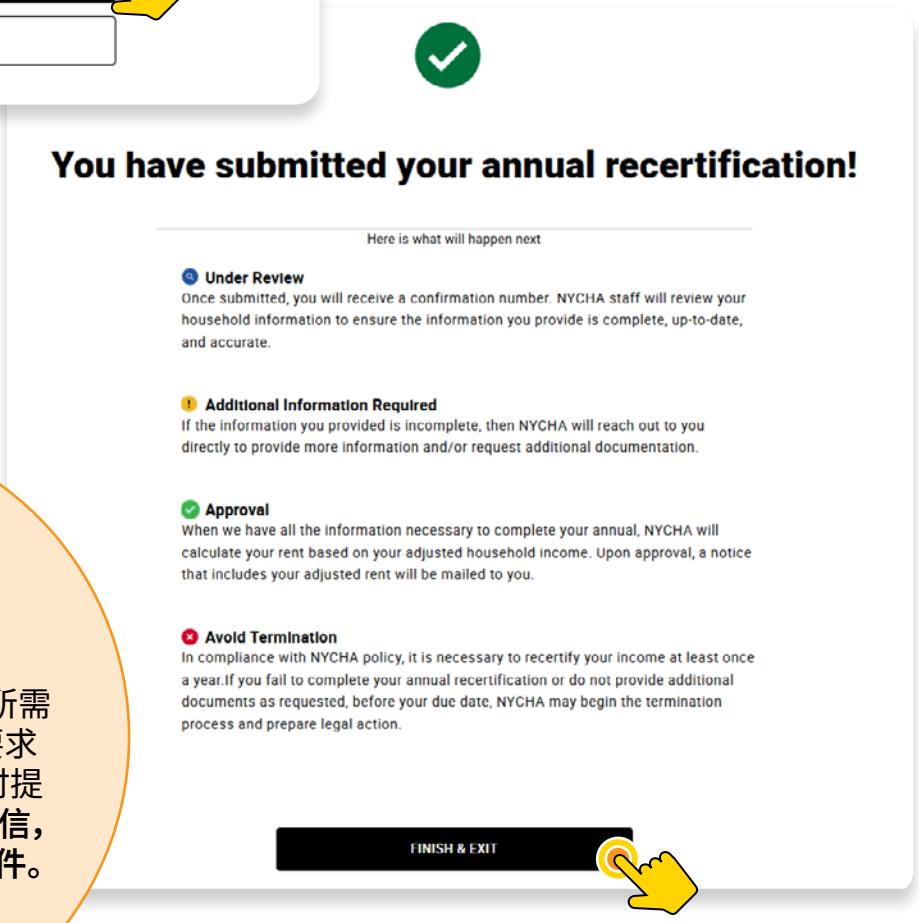




07. 点击 “Submit” (提交) 后, 系统会显示接下来的步骤。

如果您尚未提交所有必需文件, 年度资格覆核仍未完成。自助服务网站会列出您仍需补交的信息或文件。





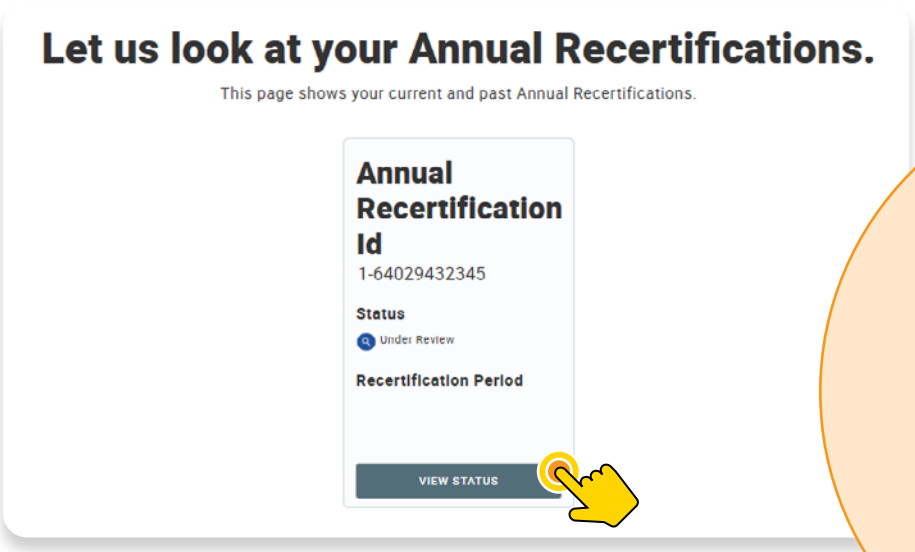
提交后

您可能还需要补交资格覆核所需的信息或文件。如 NYCHA 要求补充信息或文件, 请务必及时提供。**NYCHA 会向您邮寄通知信, 列明您仍需补交的信息或文件。**

第 4 步

查看资格覆核状态

提交年度资格覆核后，您可以再次登入 NYCHA 自助服务网站，查看办理进度，也可以查看、打印或上传文件。

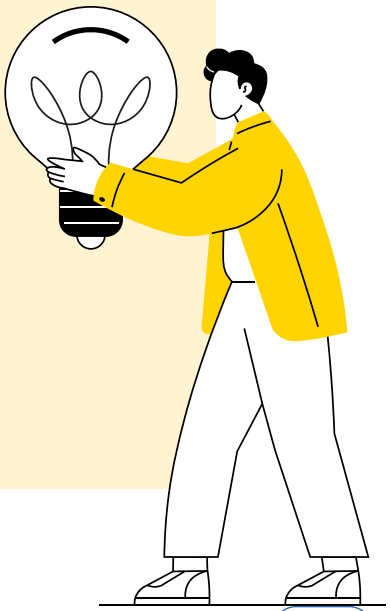


收到终止通知？

如果您收到 NYCHA 发出的终止通知，您有权申请非正式会议或听证会。请勾选方框，并按照终止通知上的说明办理。

您的年度资格覆核可能会显示以下状态之一：

Under Review（正在审查）	提交后，您会收到一个确认号码。NYCHA 工作人员会审查您的家庭信息，确认您提交的信息是否完整、最新和准确。
Additional Information Required（需要补充信息）	如果您提交的信息不完整，NYCHA 会直接联系您，要求您提供更多信息和／或补充文件。
Approval（已批准）	NYCHA 收到完成年度资格覆核所需的所有信息后，会根据您家庭经调整后的收入计算租金。批准后，NYCHA 会向您邮寄通知，列明调整后的租金金额。
Avoid Termination（避免资格被终止）	根据 NYCHA 的规定，您每年至少需要办理一次收入资格覆核。如果您未能在截止日期前完成年度资格覆核，或未能在截止日期前按要求提供补充文件，NYCHA 可能会启动终止程序，并准备采取法律行动。



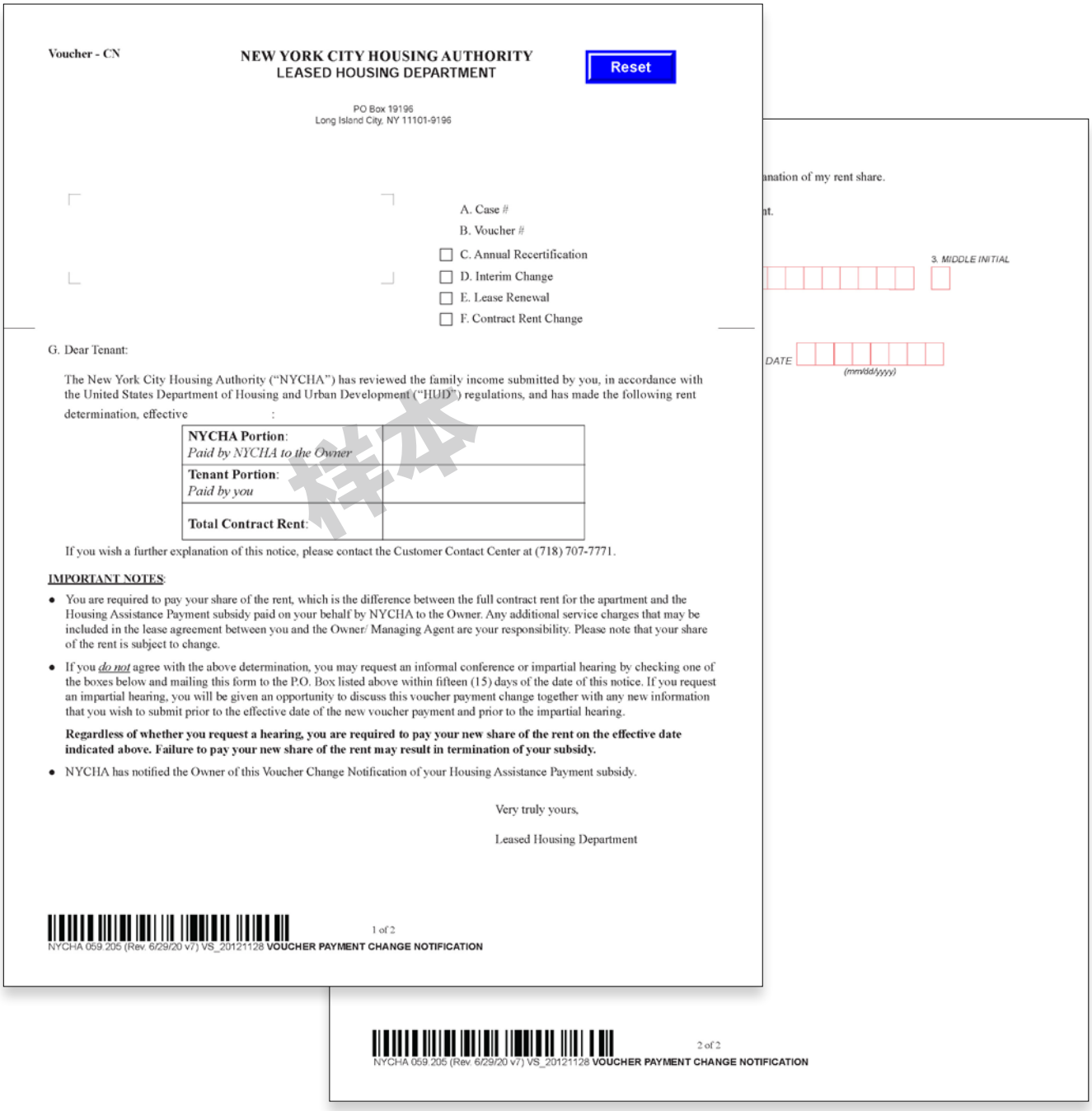
第 5 步

收到《补助券支付金额调整通知》(VCN)

NYCHA 租赁住房事务部会审查并核实您提交的所有信息，然后向您和您的 PACT 合作方发出《补助券支付金额调整通知》(VCN)。通知会列明合同租金、您需要支付的租金部分，以及 NYCHA 的补助金额。

如果您收到的 VCN 已勾选「年度资格覆核」方框，即表示您的年度资格覆核已完成。

范例：《补助券支付金额调整通知》(VCN)。完整版本请参阅第 79 至 81 页。



Voucher - CN

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

Reset

PO Box 19196
Long Island City, NY 11101-9196

A. Case #
B. Voucher #
☐ C. Annual Recertification
☐ D. Interim Change
☐ E. Lease Renewal
☐ F. Contract Rent Change

G. Dear Tenant:

The New York City Housing Authority ("NYCHA") has reviewed the family income submitted by you, in accordance with the United States Department of Housing and Urban Development ("HUD") regulations, and has made the following rent determination, effective :

NYCHA Portion: *Paid by NYCHA to the Owner*	
Tenant Portion: *Paid by you*	
Total Contract Rent:	

样本

If you wish a further explanation of this notice, please contact the Customer Contact Center at (718) 707-7771.

IMPORTANT NOTES:

- You are required to pay your share of the rent, which is the difference between the full contract rent for the apartment and the Housing Assistance Payment subsidy paid on your behalf by NYCHA to the Owner. Any additional service charges that may be included in the lease agreement between you and the Owner/ Managing Agent are your responsibility. Please note that your share of the rent is subject to change.
- If you *do not* agree with the above determination, you may request an informal conference or impartial hearing by checking one of the boxes below and mailing this form to the P.O. Box listed above within fifteen (15) days of the date of this notice. If you request an impartial hearing, you will be given an opportunity to discuss this voucher payment change together with any new information that you wish to submit prior to the effective date of the new voucher payment and prior to the impartial hearing.

  Regardless of whether you request a hearing, you are required to pay your new share of the rent on the effective date indicated above. Failure to pay your new share of the rent may result in termination of your subsidy.
- NYCHA has notified the Owner of this Voucher Change Notification of your Housing Assistance Payment subsidy.

Very truly yours,

Leased Housing Department

1 of 2
NYCHA 059.205 (Rev. 6/29/20 v7) VS_20121128 VOUCHER PAYMENT CHANGE NOTIFICATION

anation of my rent share.
nt.
3. MIDDLE INITIAL
DATE
(mm/dd/yyyy)

2 of 2
NYCHA 059.205 (Rev. 6/29/20 v7) VS_20121128 VOUCHER PAYMENT CHANGE NOTIFICATION

本页刻意留白。



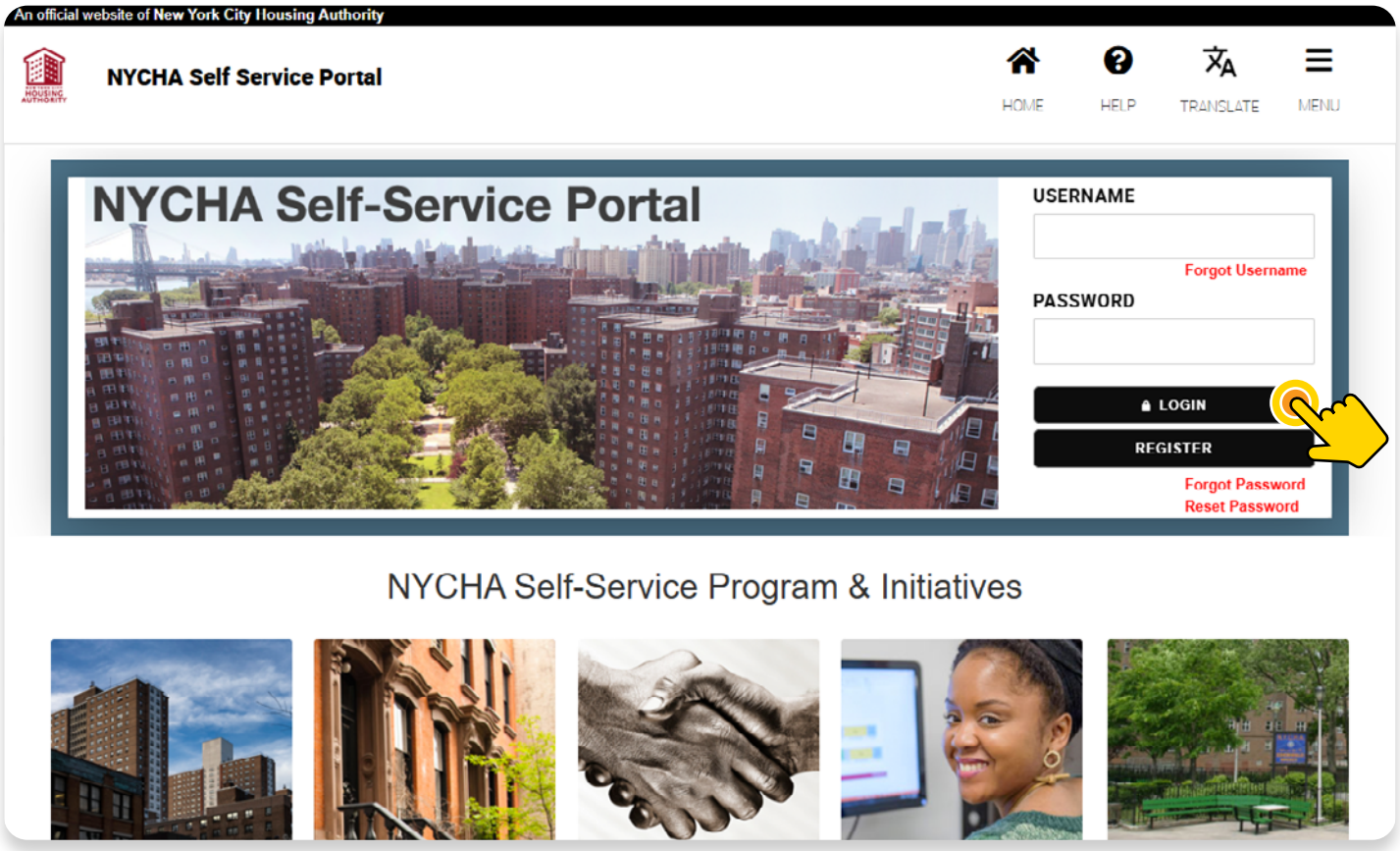
中期资格覆核办理步骤

第 1 步	**登入 NYCHA 自助服务网站帐户**	**42**
第 2 步	**开始办理**	**43**
第 3 步	**提交您的信息**	**45**
	情况 1：您想新增家庭成员	46
	情况 2：您想删除家庭成员，或删除现有户主并指定新户主	50
	情况 3：您的家庭收入发生变化	53
第 4 步	**查看资格覆核状态**	**56**
第 5 步	**收到《补助券支付金额调整通知》（VCN）**	**58**

第 1 步

登入 NYCHA 自助服务网站帐户

NYCHA 自助服务网站：selfserve.nycha.info



需要纸质版年度资格覆核表格?

请致电 NYCHA 客户服务中心 (CCC) **(718) 707-7771** 索取。详情请参阅第 13 页。

需要翻译?

点击画面右上方的 “Translate” (翻译) 图标，选择英语以外的语言。您必须先阅读免责声明，然后再次点击 “Translate” (翻译)，再选择您偏好的语言。

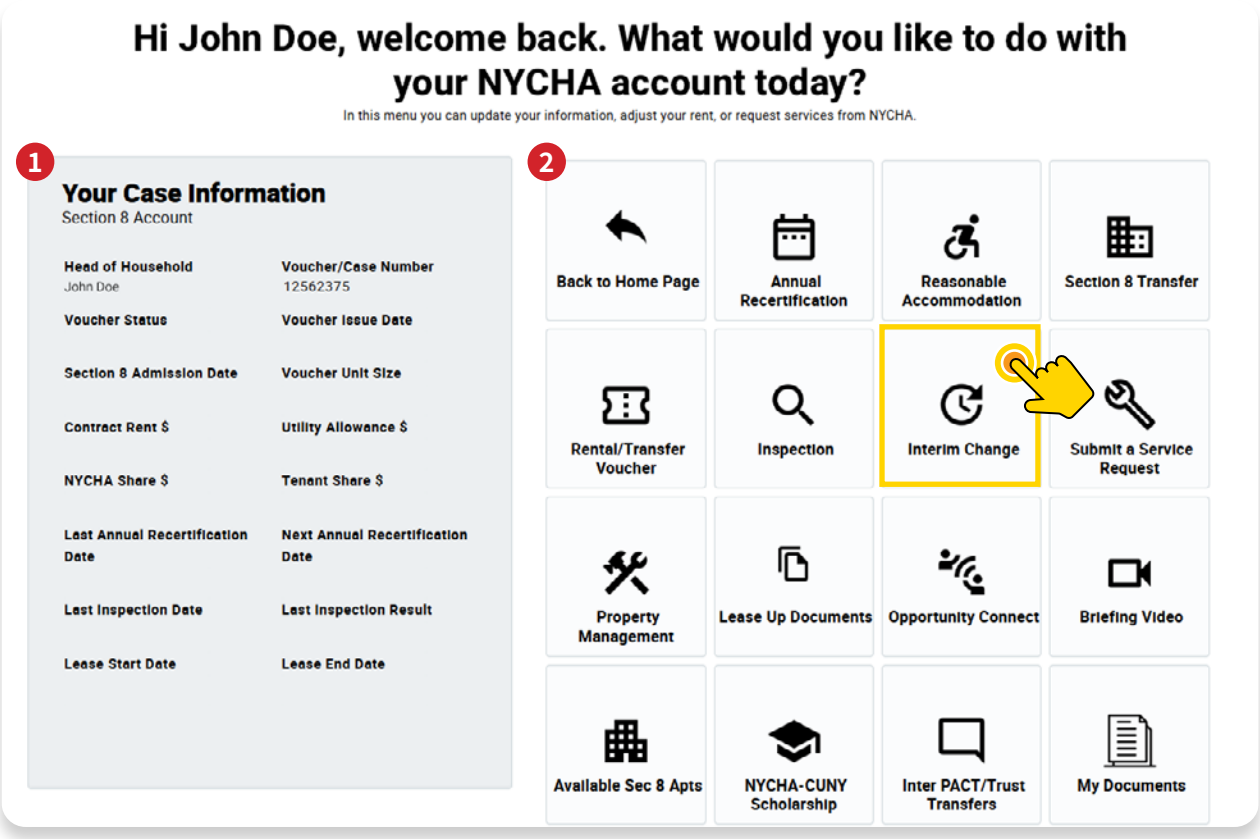


第 2 步

开始办理

01. 进入中期资格覆核页面

点击页面上方的 “Interim Change” (中期变更)。



在 “Your Section 8 Account” (您的第 8 章帐户) 部分点击 “Manage Your Account” (管理您的帐户) 后，您会看到这个页面。

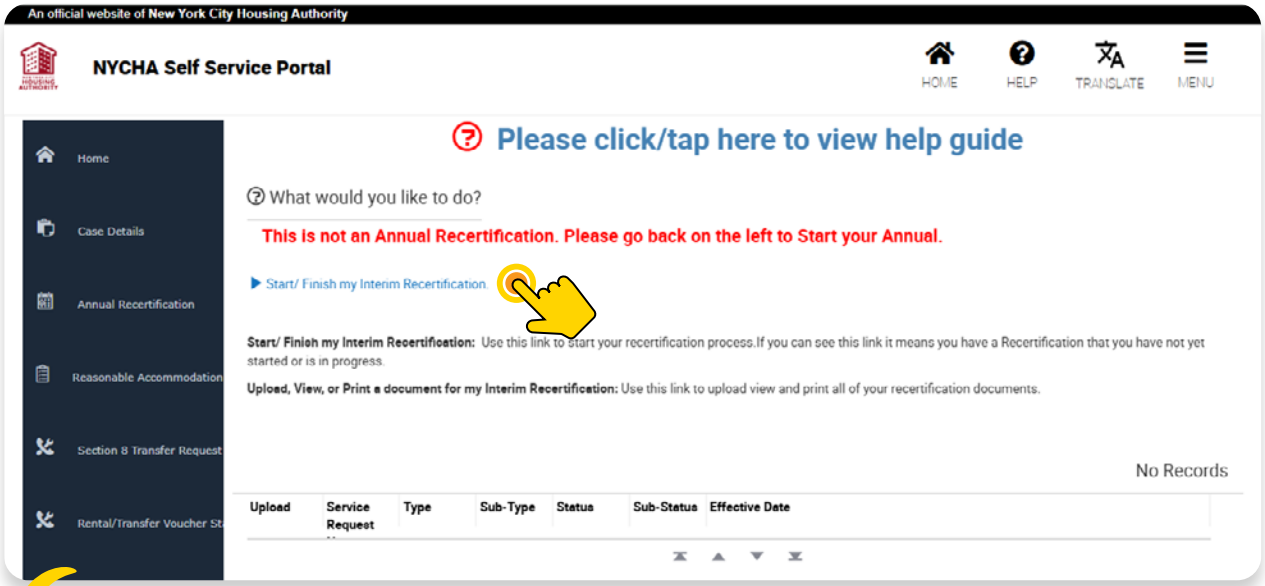
❶ 左侧可以查看您的第 8 章个案信息，包括个案编号、租金和资格覆核日期。

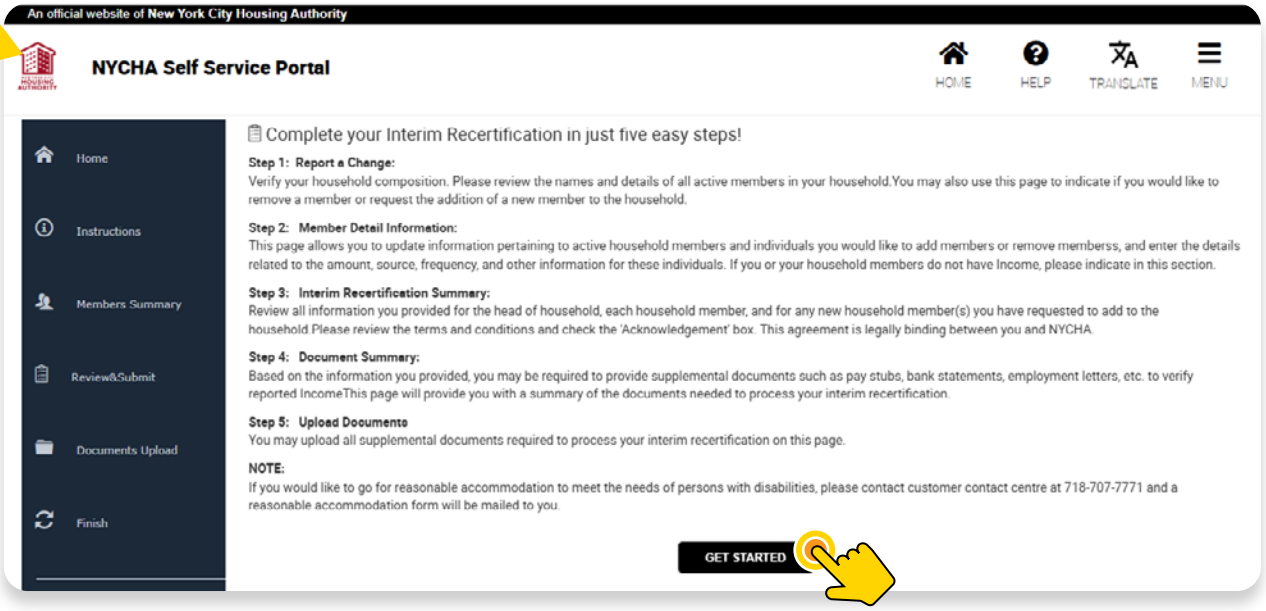
❷ 右侧可以选择年度资格覆核、中期资格覆核或其他功能。

点击 “Interim Change” (中期变更) 继续。

02. 开始中期资格覆核

1. 点击 “Start/Finish my Interim Recertification” (开始／完成我的中期资格覆核)。
2. 阅读页面上的办理说明，然后点击 “Get Started” (开始办理)。





第 3 步

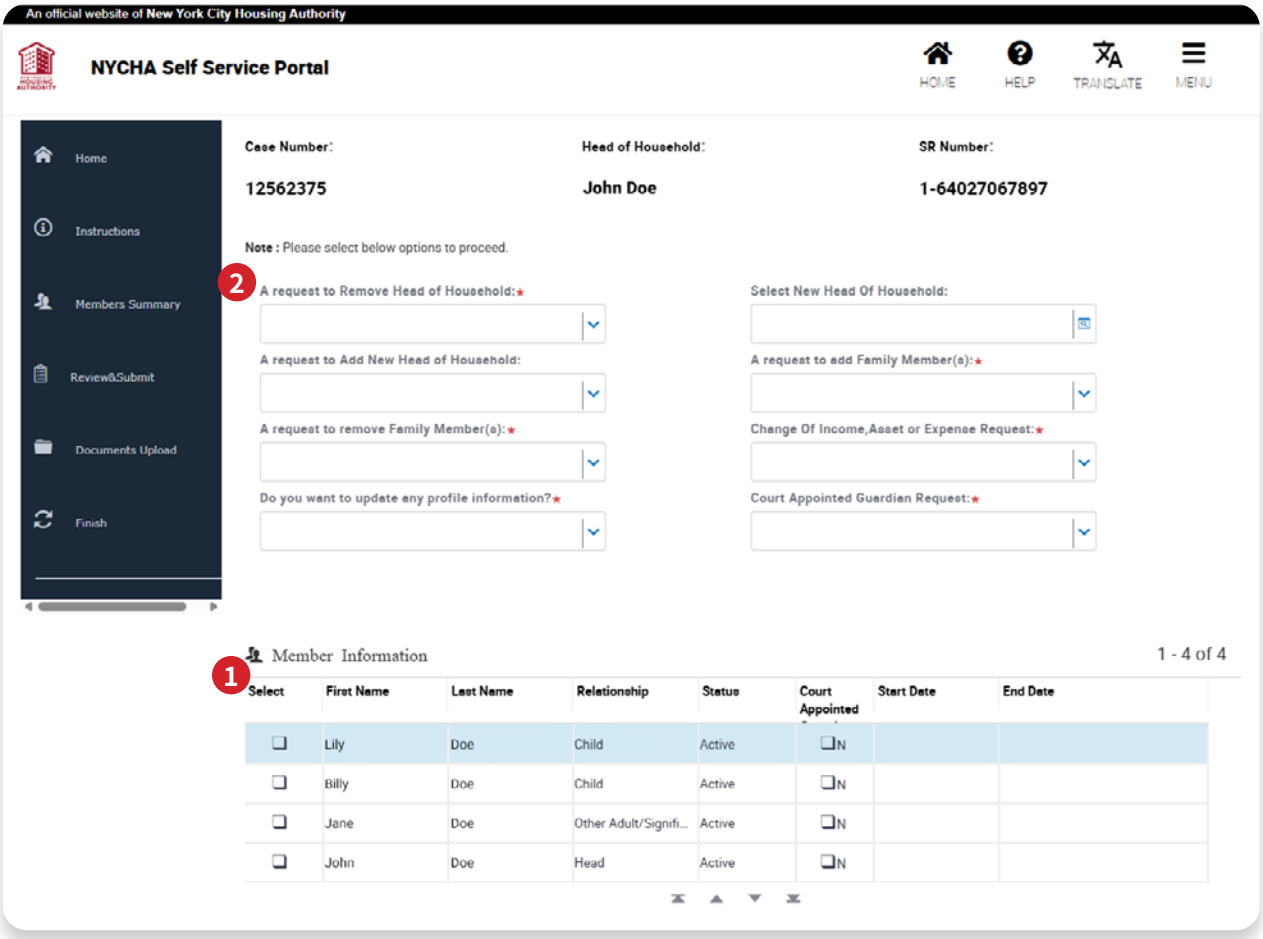
提交您的信息

如何开始

1. 查看❶“Member Information”（家庭成员信息）部分列出的在册家庭成员。
2. 在您的个案编号和姓名❷下方，您会看到以下项目：

   - “A request to remove head of household”（申请删除户主）
   - “Select new head of household”（选择新户主）
   - “A request to add new head of household”（申请新增户主）
   - “A request to add family member(s)”（申请新增家庭成员）
   - “A request to remove family member(s)”（申请删除家庭成员）
   - “Change of income request”（申请变更收入）
   - “Do you want to update any profile information?”（您是否需要更新个人信息?）

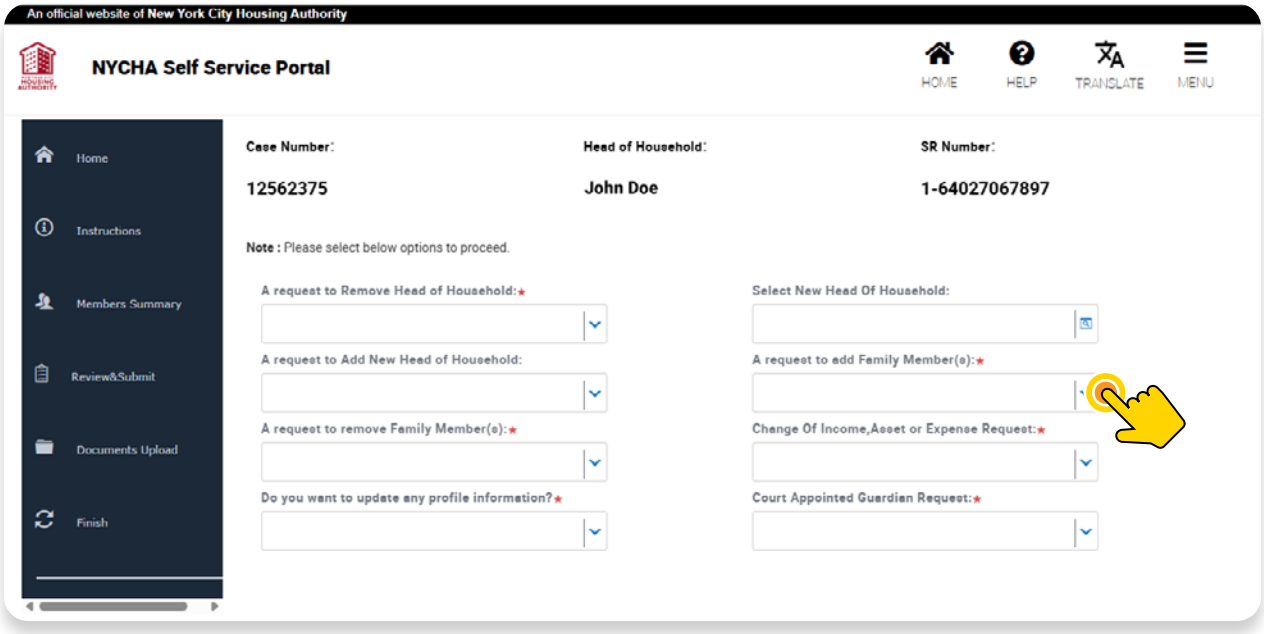
3. 在每个项目的下拉选单中选择 “Yes”（是）或 “No”（否）。
   带有红色星号★的项目必须作出选择。
4. 点击 “Save & Continue”（保存并继续），并按照步骤输入所有必需的信息。



第 3 步　提交您的信息 (续)

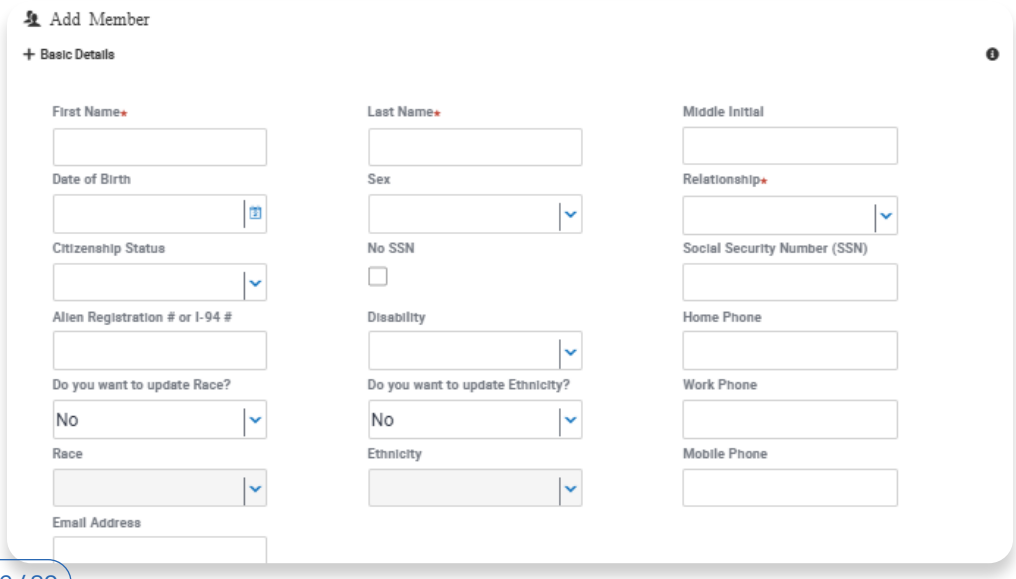
情况 1：您想新增家庭成员

1. 在 “A request to add family member(s)” (申请新增家庭成员) 下选择 “Yes” (是)，然后点击 “Save & Continue” (保存并继续)。



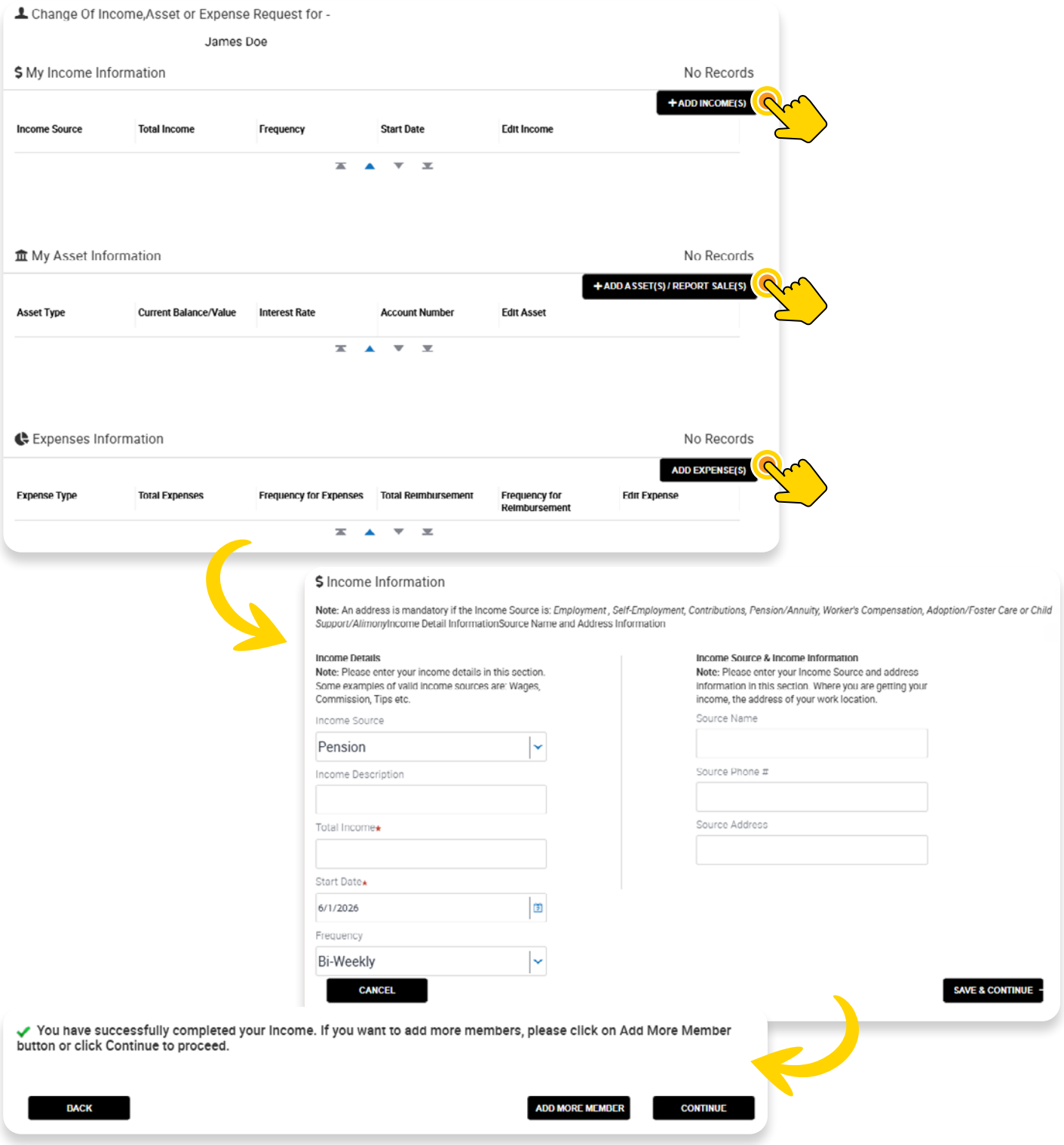
2. 按照各部分的要求填写所有必需的信息：

- 基本信息
- 收入和资产信息
- 学生身份宣誓书
- 其他信息
- 紧急联络人信息
- 公民身份声明
- 欠公共住房机构的债务



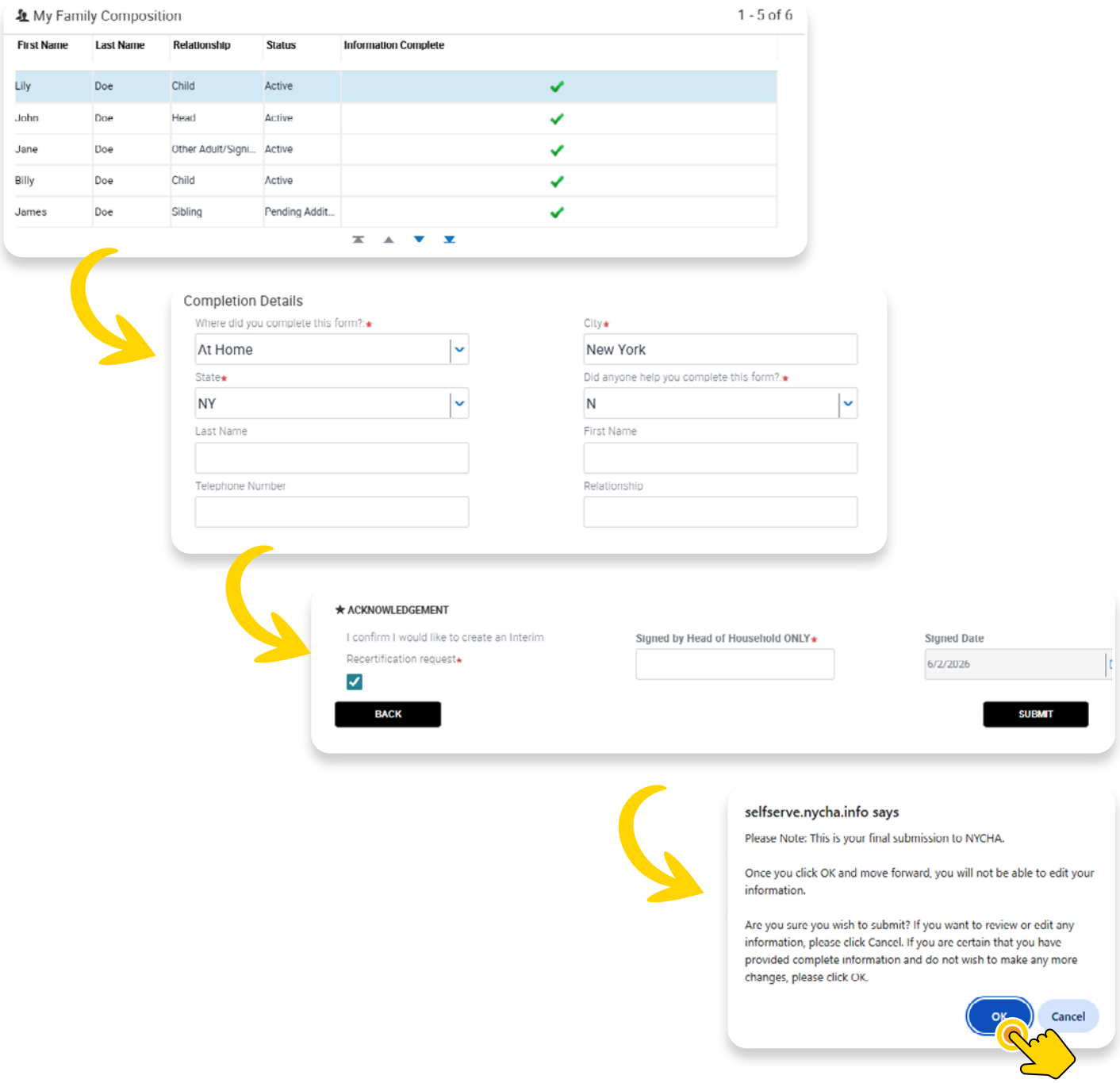
第 3 步　提交您的信息 (续)

3. 在各部分填写新增家庭成员的所有收入、资产或支出信息，然后点击 “Continue” (继续)。
4. 如需新增其他家庭成员，请点击 “Add More Member” (新增其他家庭成员)；否则，请点击 “Continue” (继续)。

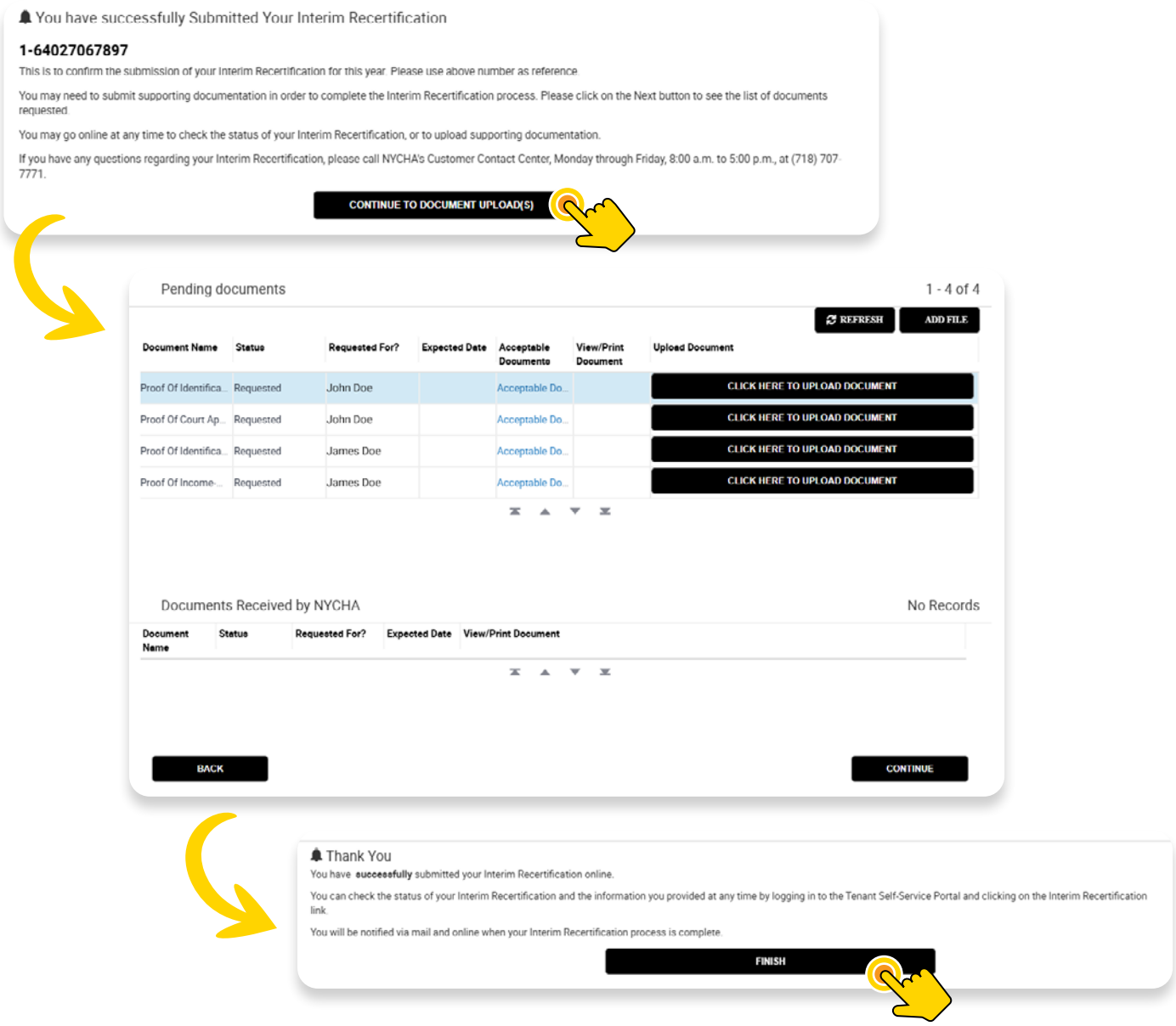


情况 1：您想新增家庭成员 (续)

5. 查看您的家庭信息摘要。
6. 填写 “Completion Details”（填写详情）部分，并签署确认表格。
7. 系统会弹出提示。请确认所有信息均为最新且准确，然后点击 “OK”（确定）。

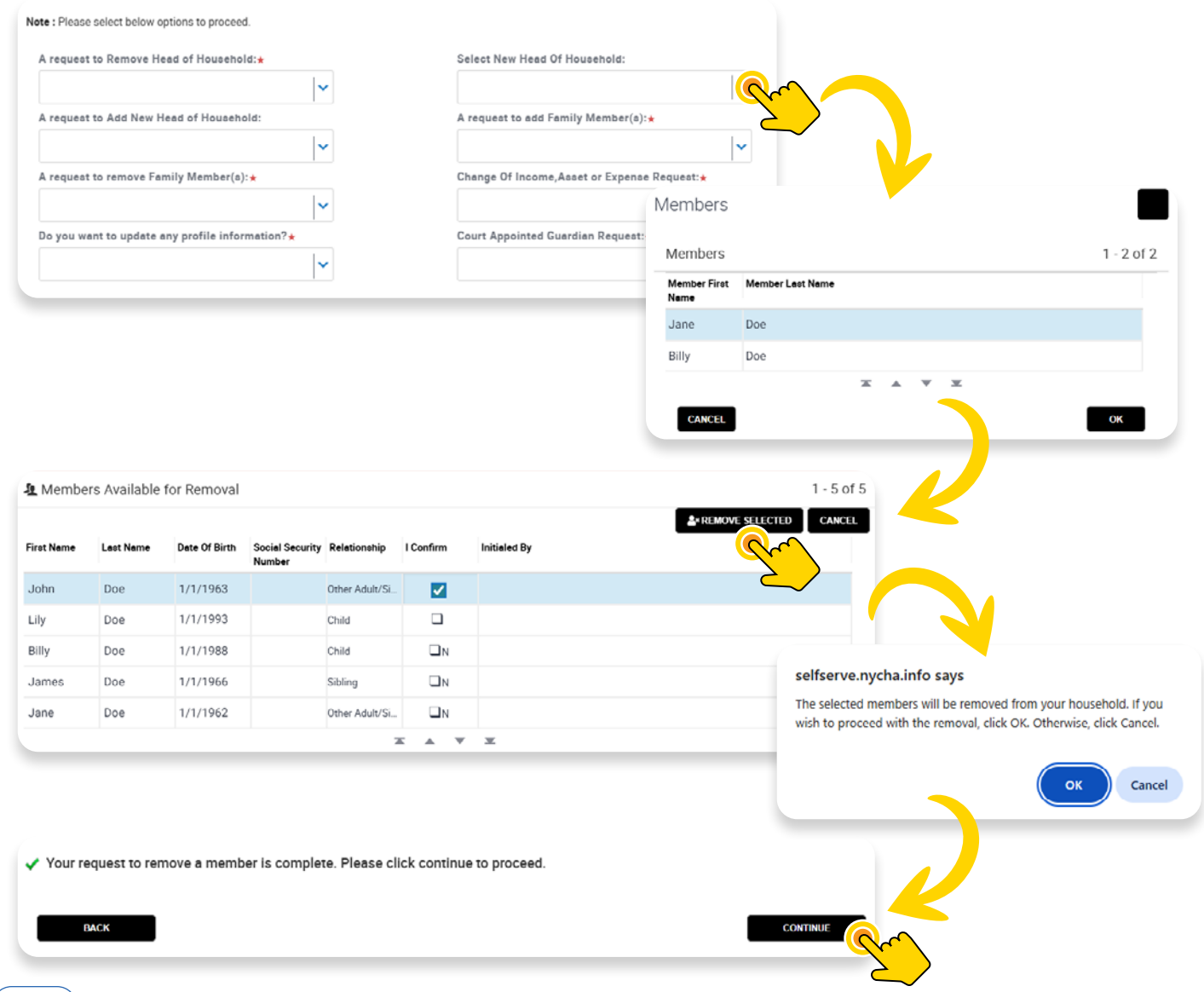


8. 如果新增成员有收入、资产或支出，您必须提交最新的证明文件。点击 “Continue to Document Upload(s)” (继续上传文件)。《证明文件清单》请参阅第 65 至 69 页。
9. 在 “Pending Documents” (待提交文件) 部分，可以查看每位新增成员需要提交的文件。点击 “Click Here to Upload Document” (点击此处上传文件) 上传文件。在 “Documents Received by NYCHA” (NYCHA 已收到的文件) 部分，可以查看已上传的文件。
10. 上传所有文件后，点击 “Continue” (继续)。
11. 点击 “Finish” (完成)。
12. 如需查看中期资格覆核的办理进度，请参阅第 51 页的相关说明。



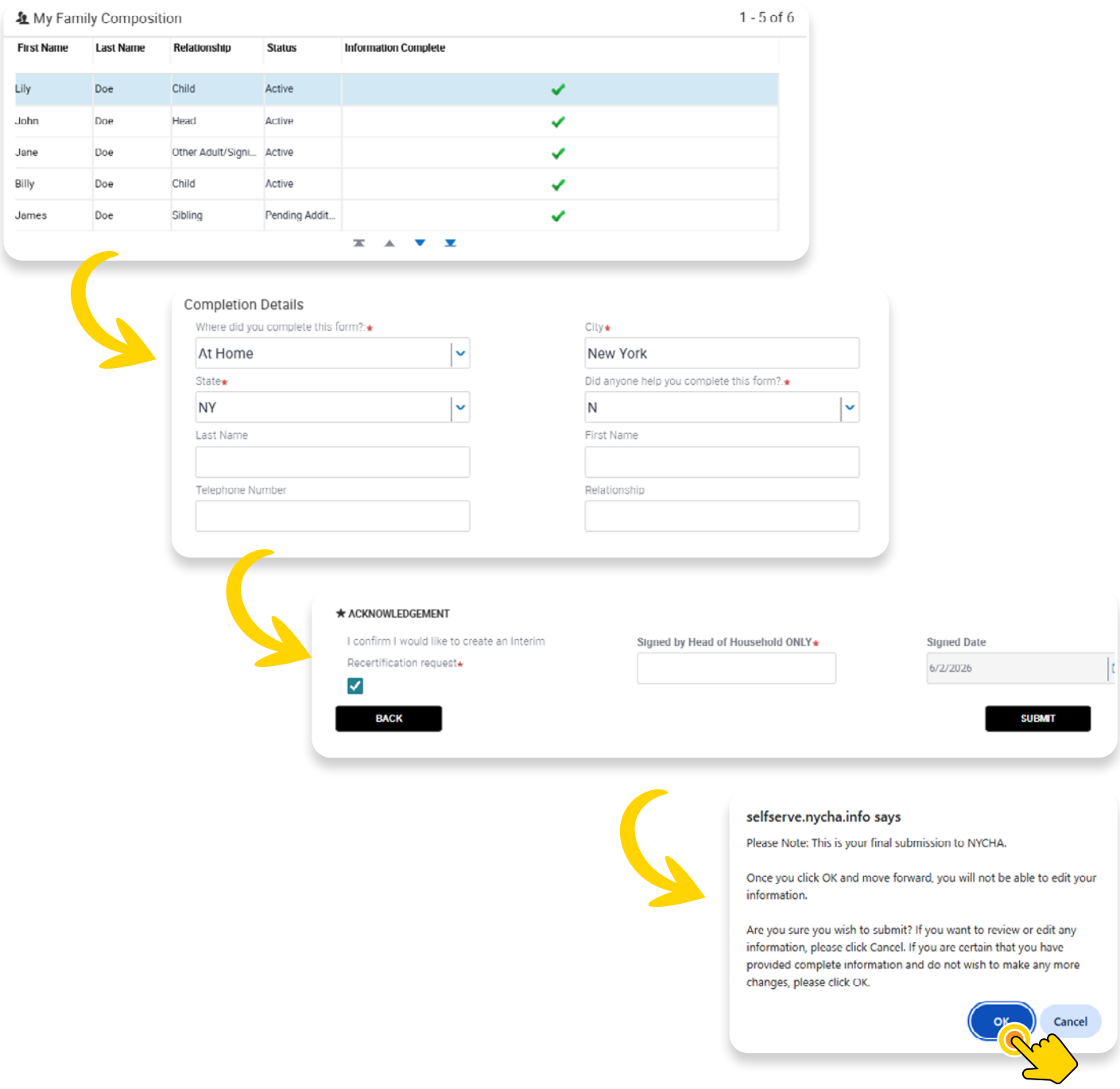
情况 2：您想删除家庭成员，或删除现有户主并指定新户主

1. 如要删除家庭成员，请在 “A request to remove family member(s)” (申请删除家庭成员) 下选择 “Yes” (是)。
2. **如要删除现有户主并指定新户主，您需要：**
   - 在 “A request to remove head of household” (申请删除户主) 下选择 “Yes” (是)；
   - 点击 “Select new head of household” (选择新户主)。系统会弹出视窗，请您选择新户主。选定后，点击 “OK” (确定)。
3. 点击 “Save & Continue” (保存并继续)。
4. 在 “Members Available for Removal” (可删除的家庭成员) 部分，勾选 “I confirm” (我确认) 方框，并在 “Initialed By” (姓名首字母) 栏输入姓名首字母，然后点击 “Remove Selected” (删除所选成员)。
5. 系统会弹出确认视窗。点击 “OK” (确定) 继续。



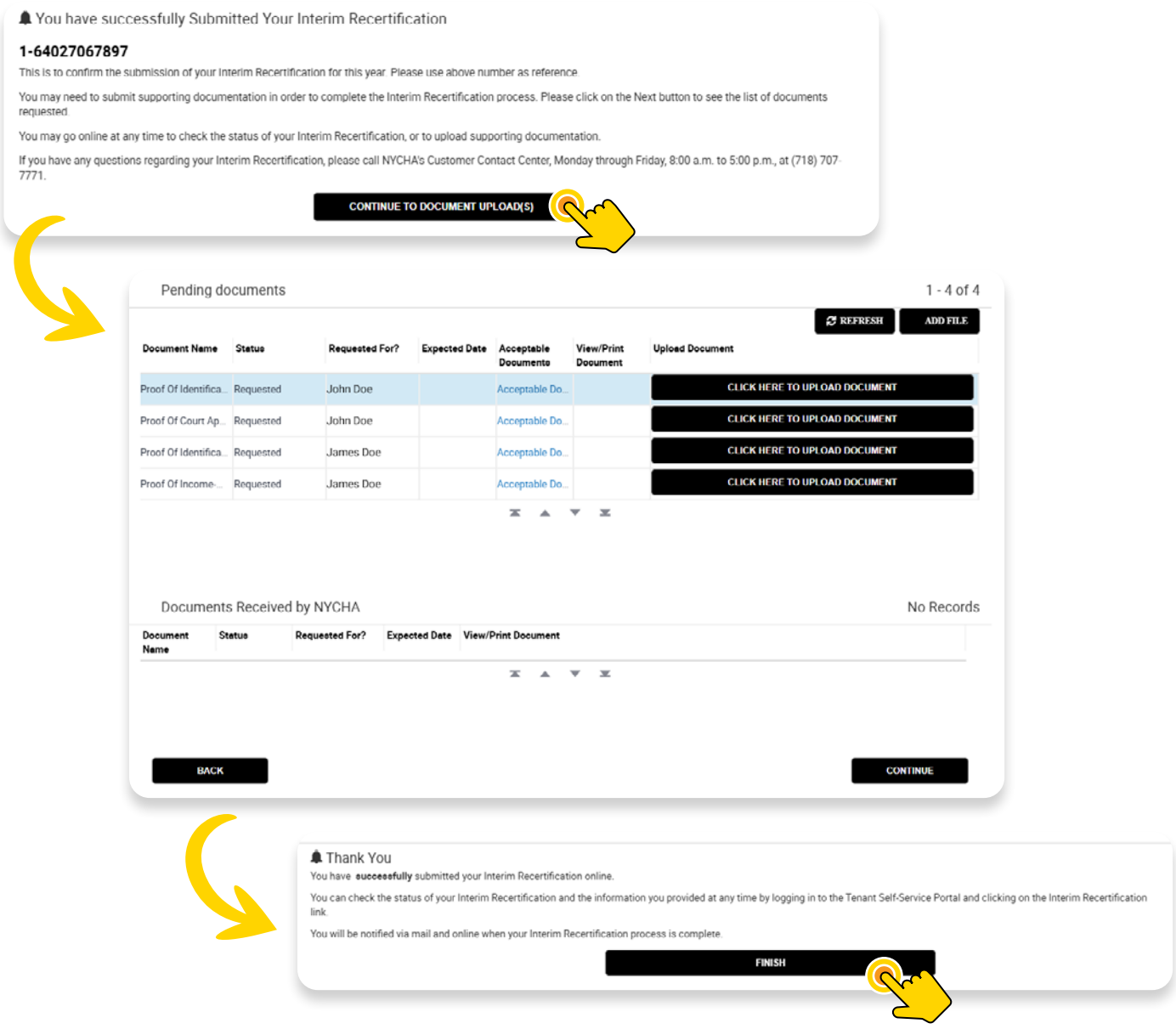
第 3 步　提交您的信息 (续)

6. 查看您的家庭信息摘要。
7. 填写 “Completion Details”（填写详情）部分，并签署确认表格。
8. 系统会弹出提示。请确认所有信息均为最新且准确，然后点击 “OK”（确定）。



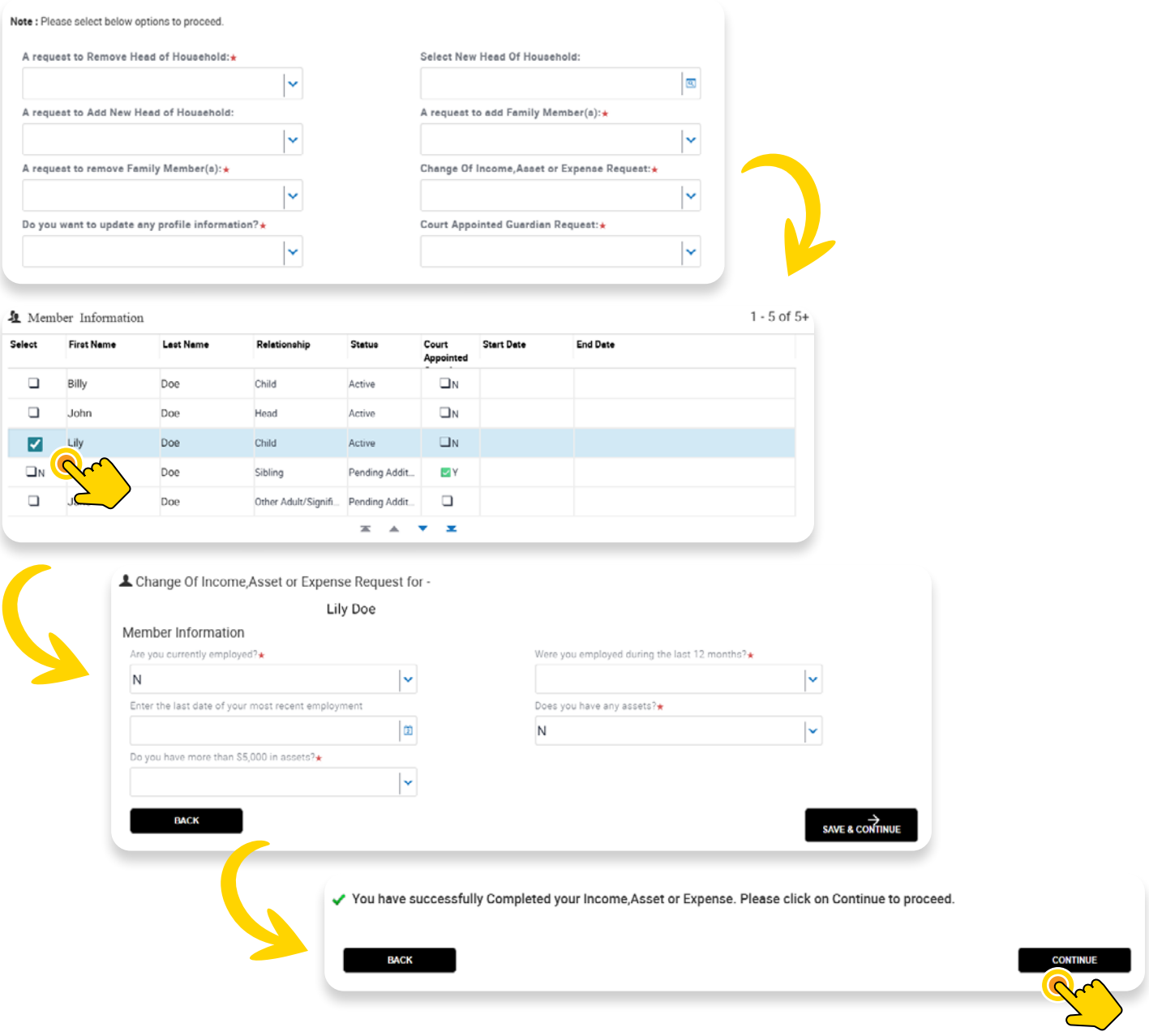
情况 2：您想删除家庭成员，或删除现有户主并指定新户主 (续)

9. 您必须提交最新的收入、资产或支出证明。点击 “Continue to Document Upload(s)” (继续上传文件)。《证明文件清单》请参阅第 65 至 69 页。
10. 在 “Pending Documents” (待提交文件) 部分，可以查看每位家庭成员需要提交的文件。点击 “Click Here to Upload Document” (点击此处上传文件) 上传文件。在 “Documents Received by NYCHA” (NYCHA 已收到的文件) 部分，可以查看已上传的文件。
11. 上传所有文件后，点击 “Continue” (继续)。
12. 点击 “Finish” (完成)。
13. 如需查看中期资格覆核的办理进度，请参阅第 51 页的相关说明。



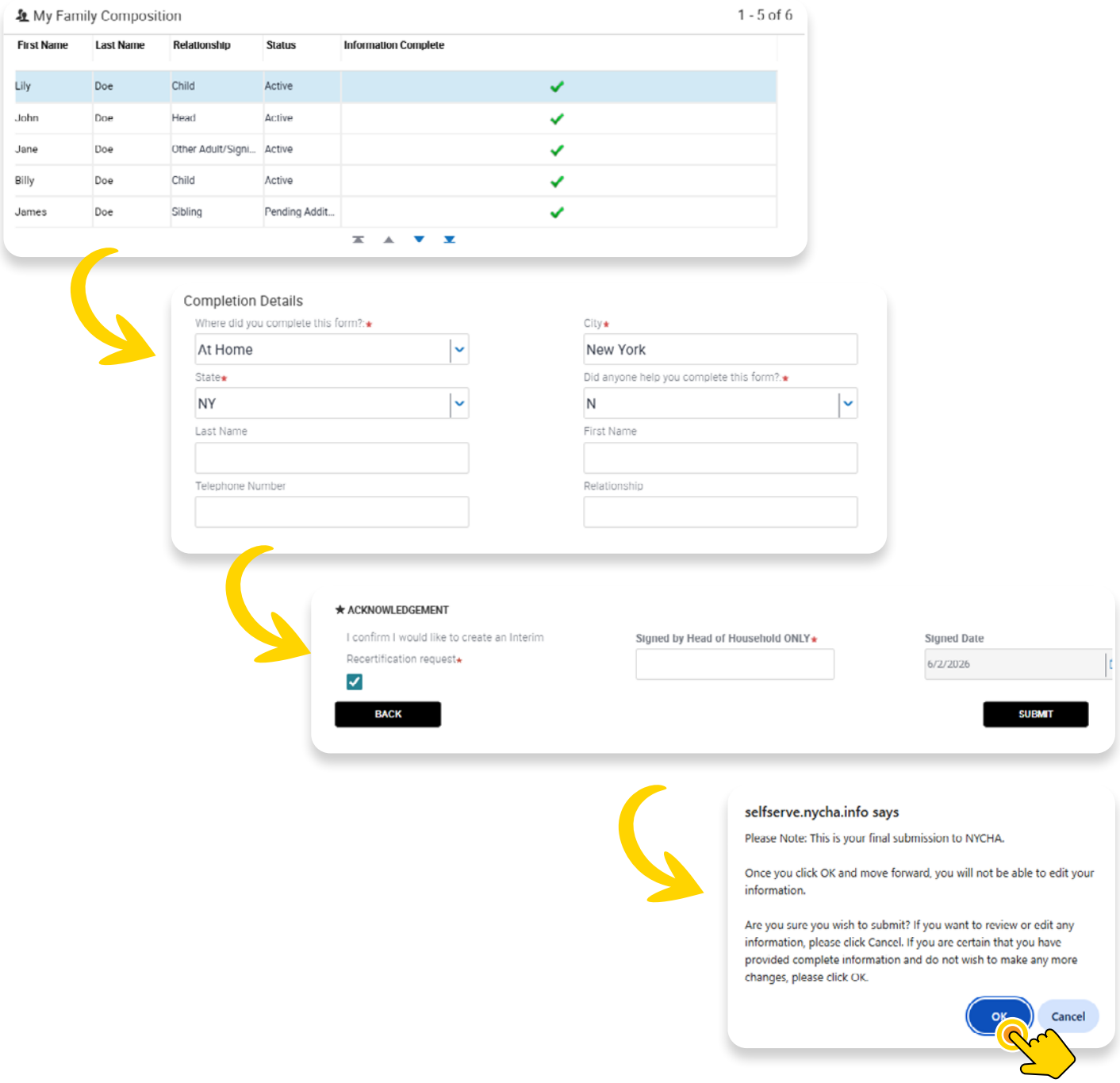
情况 3:您的家庭收入发生变化

1. 在 “Change of Income, Asset, or Expense Request”(申请变更收入、资产或支出)选项下选择 “Yes”(是)。
2. 在 “Member Information”(家庭成员信息)部分,找到需要申报收入变化的家庭成员,然后勾选 “Select”(选择)方框。
3. 点击 “Save & Continue”(保存并继续)。
4. 填写每位家庭成员的就业记录和资产信息,然后点击 “Save & Continue”(保存并继续)。
5. 填写收入变化原因、收入来源信息、总收入和开始日期。

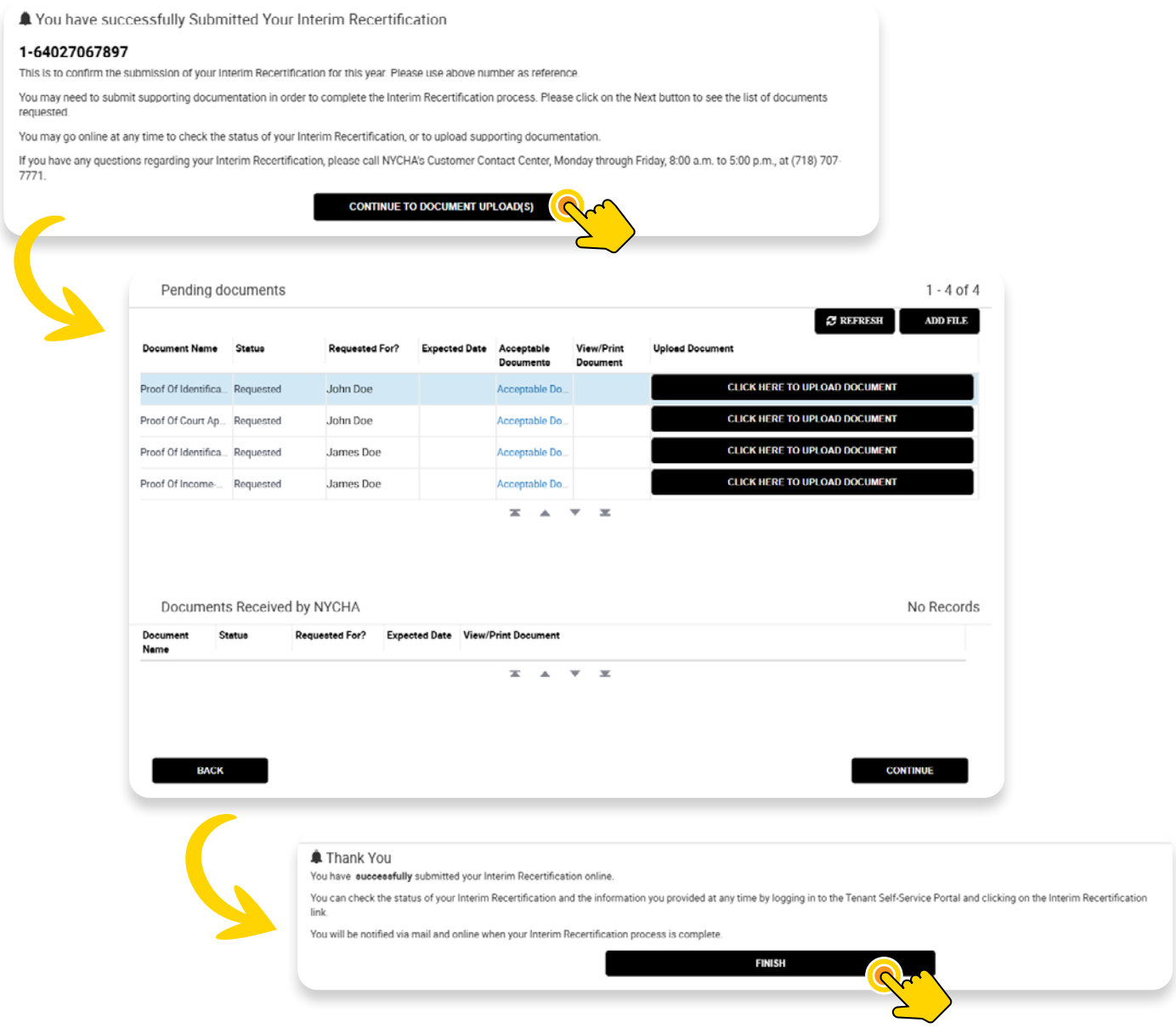


情况 3:您的家庭收入发生变化 (续)

6. 查看您的家庭信息摘要。
7. 填写 “Completion Details”(填写详情)部分,并签署确认表格。
8. 系统会弹出提示。请确认所有信息均为最新且准确,然后点击 “OK”(确定)。



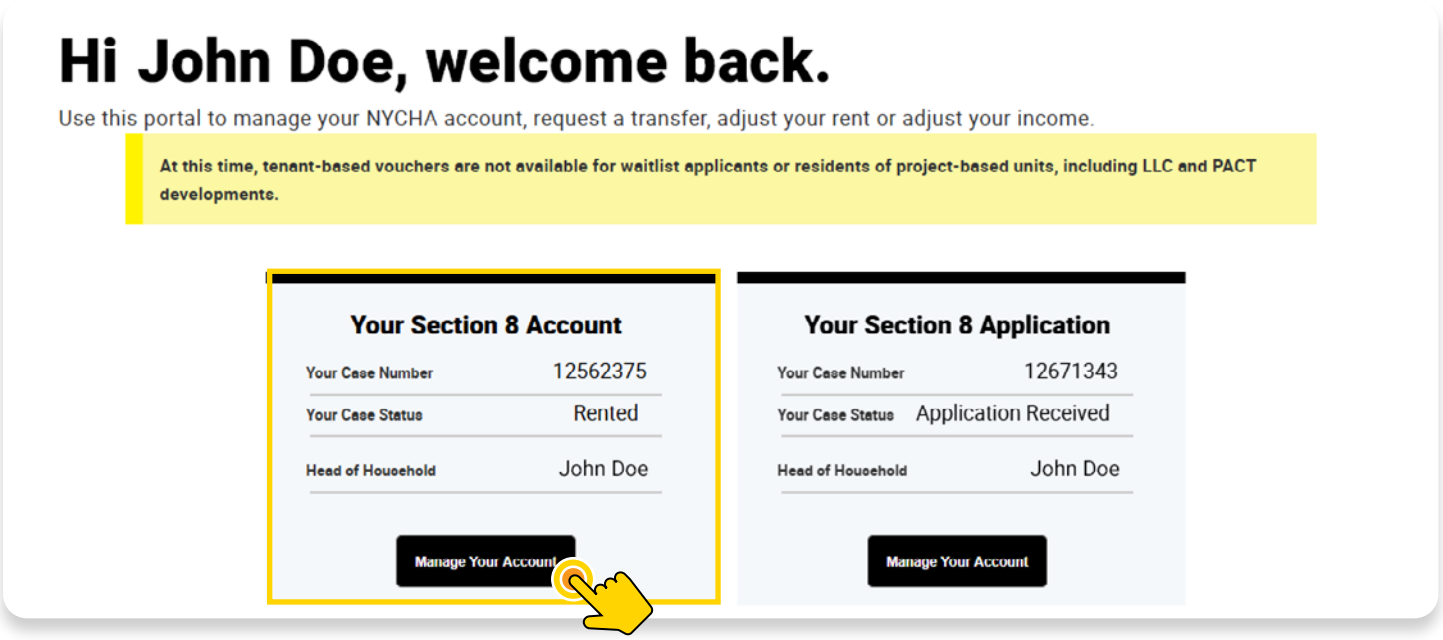
9. 您必须提交最新的收入、资产或支出证明。点击 “Continue to Document Upload(s)” (继续上传文件)。《证明文件清单》请参阅第 65 至 69 页。
10. 在 “Pending Documents” (待提交文件) 部分，可以查看每位家庭成员需要提交的文件。点击 “Click Here to Upload Document” (点击此处上传文件) 上传文件。在 “Documents Received by NYCHA” (NYCHA 已收到的文件) 部分，可以查看已上传的文件。
11. 上传所有文件后，点击 “Continue” (继续)。
12. 点击 “Finish” (完成)。
13. 如需查看中期资格覆核的办理进度，请参阅第 51 页的相关说明。

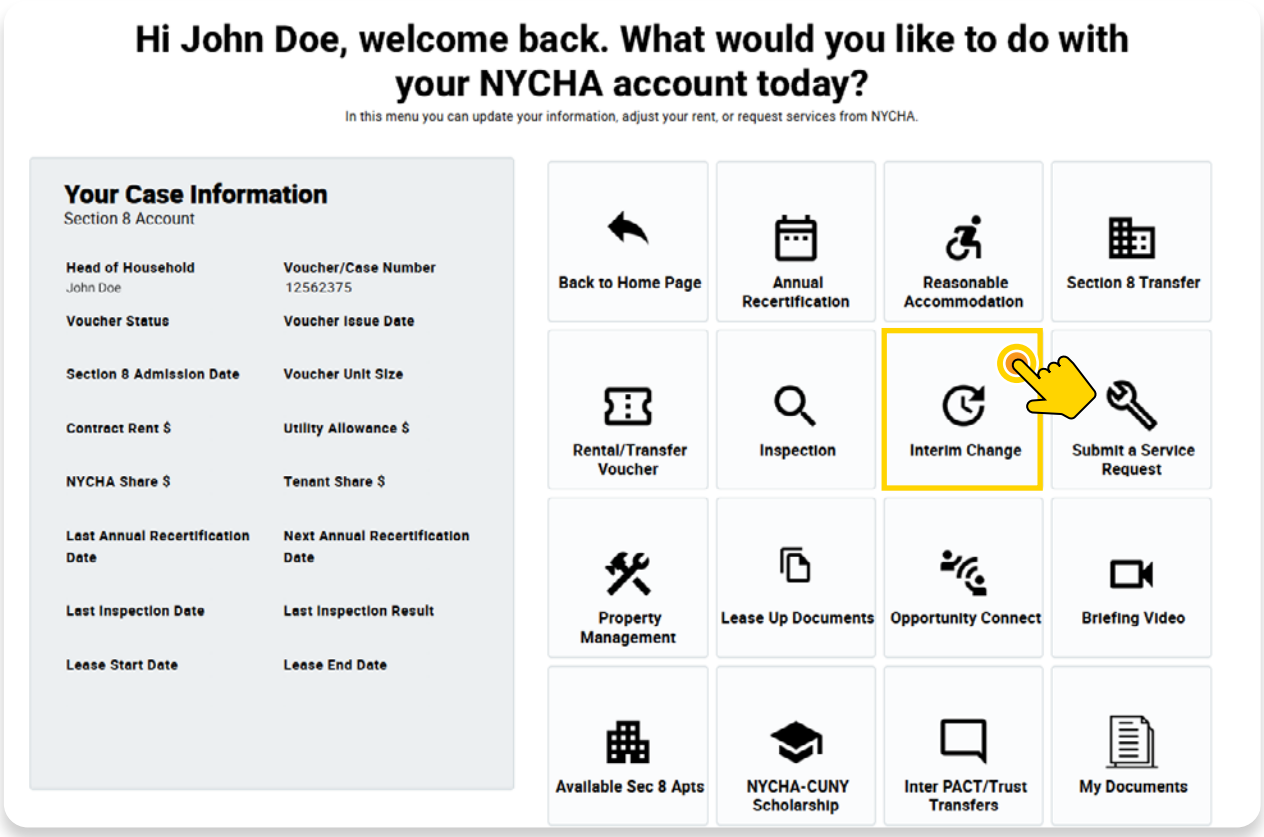


第 4 步

查看资格覆核状态

提交中期资格覆核后，您可以再次登入 NYCHA 自助服务网站，查看资格覆核状态，也可以查看、打印或上传文件。

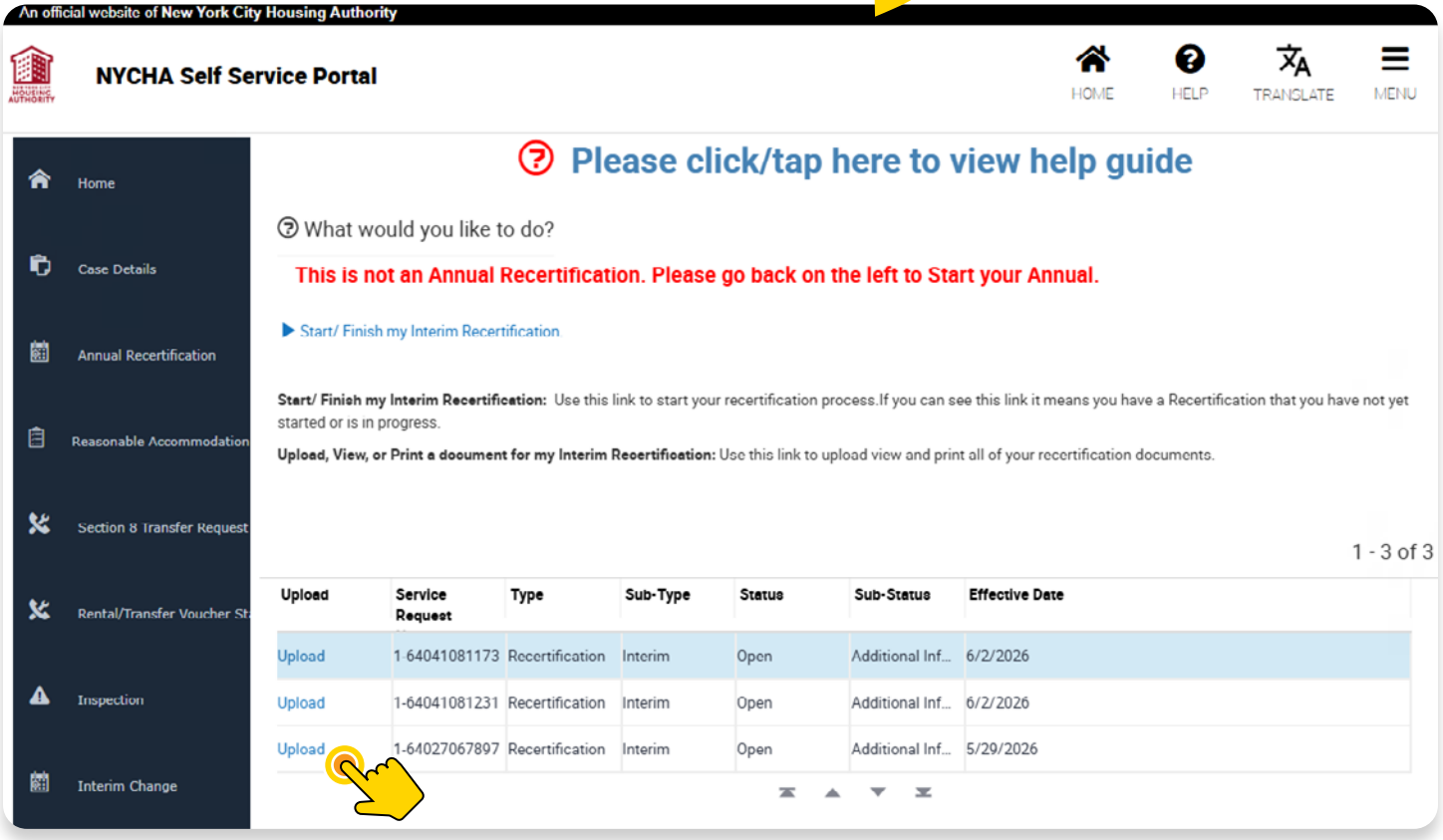




第 4 步　查看资格覆核状态 (续)

在 “Manage Your Account” (管理您的帐户) 页面点击 “Interim Change” (中期变更)，即可查看资格覆核状态。

如果页面显示 “Additional Information Required” (需要补充信息)，请尽快上传所有尚未提交的文件。





重要提醒：

只有在 NYCHA 收到所有必需文件后，您的中期资格覆核才视为完成。

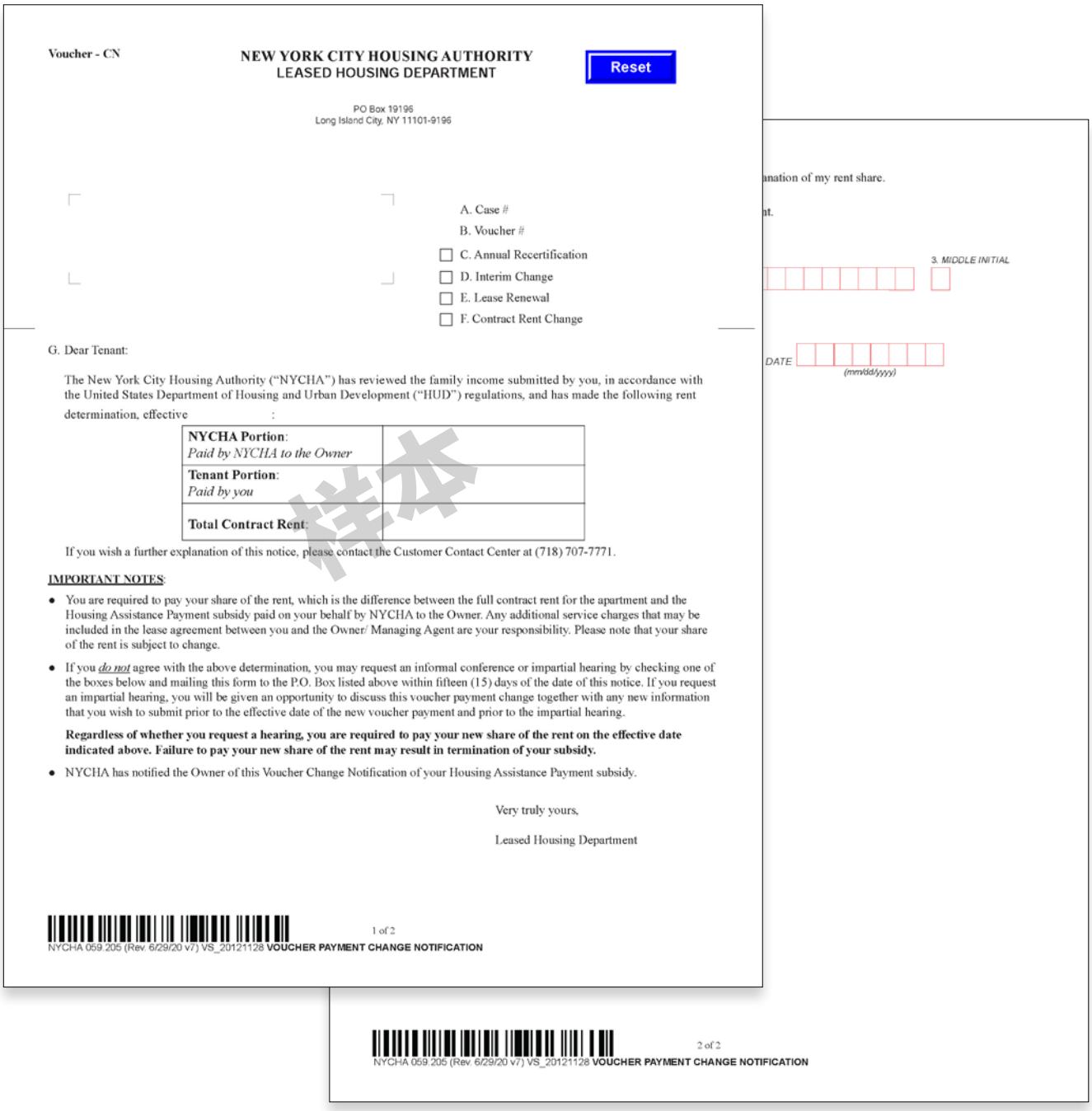
第 5 步

收到《补助券支付金额调整通知》(VCN)

NYCHA 租赁住房事务部会审查并核实您提交的所有信息，然后向您和您的 PACT 合作方发出《补助券支付金额调整通知》(VCN)。通知会列明合同租金、您需要支付的租金部分，以及 NYCHA 的补助金额。

如果您收到的 VCN 已勾选「年度资格覆核」方框，即表示您的年度资格覆核已完成。

范例：《补助券支付金额调整通知》(VCN)。完整版本请参阅第 79 至 81 页。



Voucher - CN

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

Reset

PO Box 19196
Long Island City, NY 11101-9196

A. Case #
B. Voucher #
☐ C. Annual Recertification
☐ D. Interim Change
☐ E. Lease Renewal
☐ F. Contract Rent Change

G. Dear Tenant:

The New York City Housing Authority ("NYCHA") has reviewed the family income submitted by you, in accordance with the United States Department of Housing and Urban Development ("HUD") regulations, and has made the following rent determination, effective :

NYCHA Portion: *Paid by NYCHA to the Owner*	
Tenant Portion: *Paid by you*	
Total Contract Rent:	

样本

If you wish a further explanation of this notice, please contact the Customer Contact Center at (718) 707-7771.

IMPORTANT NOTES:

- You are required to pay your share of the rent, which is the difference between the full contract rent for the apartment and the Housing Assistance Payment subsidy paid on your behalf by NYCHA to the Owner. Any additional service charges that may be included in the lease agreement between you and the Owner/ Managing Agent are your responsibility. Please note that your share of the rent is subject to change.
- If you *do not* agree with the above determination, you may request an informal conference or impartial hearing by checking one of the boxes below and mailing this form to the P.O. Box listed above within fifteen (15) days of the date of this notice. If you request an impartial hearing, you will be given an opportunity to discuss this voucher payment change together with any new information that you wish to submit prior to the effective date of the new voucher payment and prior to the impartial hearing.

  Regardless of whether you request a hearing, you are required to pay your new share of the rent on the effective date indicated above. Failure to pay your new share of the rent may result in termination of your subsidy.
- NYCHA has notified the Owner of this Voucher Change Notification of your Housing Assistance Payment subsidy.

Very truly yours,

Leased Housing Department

1 of 2
NYCHA 059.205 (Rev. 6/29/20 v7) VS_20121128 VOUCHER PAYMENT CHANGE NOTIFICATION

anation of my rent share.

nt.

3. MIDDLE INITIAL

DATE
(mm/dd/yyyy)

2 of 2
NYCHA 059.205 (Rev. 6/29/20 v7) VS_20121128 VOUCHER PAYMENT CHANGE NOTIFICATION

本页刻意留白。

附录

附录 A	网上办理资格覆核通知信	61
附录 B	证明文件样本清单	65
附录 C	欠公共住房机构的债务及住房补助资格终止	71
附录 D	第三方核实——信息披露同意书	75
附录 E	补助券支付金额调整通知（VCN）	79

附录 A

网上办理资格覆核通知信

这封信会告知住户下一次年度资格覆核的截止日期。
NYCHA 会在该截止日期前约五个月寄出这封信。

附录 A　网上办理资格覆核通知信（第 1 页）

Reset

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

Bronx Customer Contact Center
478 East Fordham Road, 2nd Fl.
Bronx, NY 10458

Brooklyn Customer Contact Center
787 Atlantic Avenue, 2nd Fl.
Brooklyn, NY 11238

Customer Contact Center: (718) 707-7771

NYCHA SELF-SERVICE PORTAL: http://selfserve.nycha.info

A. Case #:

B. Annual Recertification Effective Date:

C. Dear :

You made a request to submit your Annual Recertification **ONLINE** at the **NYCHA Tenant Self-Service Portal**. Your Annual Recertification is now available online. You should immediately go online and submit the Annual Recertification (Affidavit of Income) and all the supporting documentation for your household. Please note that you will submit your Annual Recertification (Affidavit of Income) Online and you do not need to return your paper Annual Recertification (Affidavit of Income) by mail.

To complete your Annual Recertification online, please follow the step-by-step instructions below:

1) **Prepare your household information including members age 18 and above.**
   a. Use the ***List of Sample Supporting Documents*** sent with this letter to make sure you have all supporting documents and information.
   b. Make sure all your household members age 18 and older, are available to provide their income, asset, and expense information and to electronically sign the ***Third Party Verification – Consent to Release Information*** form.

2) **Login to the NYCHA Self-Service Portal at https://selfserve.nycha.info.**
   a. Please *LOGIN* using your existing user name and password. Your current username is:
      *If you have forgotten or need to reset your password, select the "FORGOT / RESET PASSWORD" option. After entering your information, you may select a default or personal password.
   b. Enter your Username and Password and click *LOGIN*.
   c. Click on *VIEW DETAILS* under MY SEC 8 Case.
   d. Click on *Start/Resume My Annual Recertification*.

3) **Submit required documentation using the NYCHA Self-Service Portal.** Once you answer all the questions and update your information, you will have the ability to upload all required documents online. If you are unable to upload your documents, you **must** return them by mail or in person to any Customer Contact Center, listed above, within 30 days of the date of this letter.

You can access the NYCHA Tenant Self Service Portal on a personal computer, smartphone, tablet or any public computer (i.e. library, community centers, etc.). NYCHA offers in person help with your online Annual Recertification at the Walk-in Centers listed above, Monday – Friday, **only** between the hours of 8 am - 3 pm.

样本

附录 A 网上办理资格覆核通知信（第 2 页）

Please email: selfservice.help@nycha.nyc.gov if you are having technical issues with the website.

For questions related to your Section 8 case and the recertification process please call our Customer Contact Center, Monday – Friday, between the hours of 8am - 5pm, at (718) 707-7771.

Translations of these documents are available in Customer Contact Centers and online at http://www.nyc.gov/nycha/tenantselfservice
La traducción de estos documentos se encuentra disponible en los Centros de Atención al Cliente y en internet en la siguiente dirección http://www.nyc.gov/nycha/tenantselfservice
Переводы этих документов находятся в Центрах обслуживания клиентов (Customer Contact Centers) и на вебсайте http://www.nyc.gov/nycha/tenantselfservice
客戶服務中心和房屋局網站備有譯本可供索取，網址：http://www.nyc.gov/nycha/tenantselfservice
客户服务中心和房屋局网站备有文件译本可供索取，网址：http://www.nyc.gov/nycha/tenantselfservice

The translation is provided to you as a convenience to assist you to understand your rights and obligations.
The English language version of this document is the official, legal, controlling document.
The translation is not an official document.

样本


FDNY
ACCESS

附录 B

证明文件样本清单

这份清单列出可用作收入、资产和支出证明的文件，
并随《选择网上办理资格覆核通知信》一并寄出。

附录 B 证明文件样本清单（第 1 页）

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

Customer Contact Center: (718) 707-7771

List of Sample Supporting Documents

You must submit proof of **current documentation** for each household member. The list below shows what types of documents NYCHA requires for income, assets, expenses, and adding new household members.

I. INCOME DOCUMENTS	
Employment	Pay stubs (provide at least two consecutive pay stubs) **AND** W-2 If you do not have 2 consecutive pay stubs then you can submit your most recent and current/last W2 and Payroll History or Letter of Termination from your employer; or If you do not have paystubs or a W-2 (for example, for new employment), verification of employment from your employer stating your hours worked and pay rate.
Self-employment	Federal tax returns (1040 A-S, 1040EZ, 1040-L), or 1099 statement(s) (1099-DIV,1099-G,1099-MISC, 1099-R) • Certificate of net worth • State tax returns
Social Security	Current SS or SSI award letter State Supplement Program (SSP) letter
Public assistance	Current public assistance budget letter
Military pay or VA benefits	Pension award letter; or Leave and Earnings Statement; or VA benefits summary letter
Regular contributions from outside your household	Written signed statement from contributor.
Pensions/annuities	Current pension award letter or annuity documents
Child support/alimony	If court-ordered amount is received, a copy of the court order; or Printout from NYS Child Support Services showing amount of payments (required if court order is over 120 days old); or If no court order is in place, a statement from the individual providing child support and/or alimony
Adoption assistance/ foster care	Foster care letter Guardianship paper Letter of administration Court order
Retirement accounts and pensions	Your most recent statement if you are retired and receiving regular payments from a pension or retirement account such as a KEOGH, 401(k), 403(b), 457B plans, IRA, Roth IRA accounts, etc.
Unemployment	Unemployment issuance of benefits (UIB) statement

样本

附录 B　证明文件样本清单（第 2 页）

II. ASSET DOCUMENTS	
Checking and savings accounts	Most recent bank statement (all pages) Form 1099-INT (if interest is received)
Investment accounts: stocks/bonds/money market/mutual funds	Most recent bank statement (all pages) Stockbroker summary / statement(s) Most recent investment report Stock certificate Form 1099-INT
Retirement accounts	If you are working and have a retirement account from which you can access funds, such as a 401(k), your most recent statement
Life insurance policy (whole life)	If you have whole life insurance, most recent policy that shows the cash surrender value
Trusts	Proof of trust / trust funds which includes trust agreement(s) Most recent bank statement for any accounts in which funds are deposited (all pages)
Real property	Letter from closing attorney and unrecorded deed Proof of property value Evidence of current loan/mortgage amount Proof of ownership and percentage of ownership (include names of all owners of the property) Letter or agreement from the condominium / co-op Testamentary letters from the estate Proprietary co-op letter Co-op shareholder certificate Recorded deed If the property is being rented out, most recent tax return, including Schedule E
III. EXPENSES	
Childcare expenses	***If you have out-of-pocket childcare expenses for a child under the age of 13 that allow someone in the family to work, seek work, or go to school,*** submit a letter from the childcare provider. The child care is necessary to enable a family member to be employed or to further his or her education (e.g., work, look for work, or further their education (academic or vocational); • The expense is not reimbursed by an agency or individual outside the household; and • The expenses incurred to enable a family to work do not exceed the amount of employment income that is included in annual income.
Student status	***If an adult in the household attends school,*** include verification from the registrar's office or appropriate school official confirming: • Acceptance and starting semester (for new students); • School tuition and fees (Bursar's statement); • Any financial aid and scholarships received; and • Student enrollment status (full-time or part-time)

样本

Unreimbursed health and medical care expenses	***If the head of household, spouse, or cohead is 62 or older or a person with disabilities,*** provide evidence of any unreimbursed health and medical care expenses for all family members, including but not limited to: • Receipts for prescription or non-prescription medicines • Receipts for medical supplies and equipment • Documentation of medical insurance premiums • Receipts for services of doctors, health care professionals, or health care facilities, etc.
Reasonable Attendant Care and Auxiliary Apparatus Expenses	***If a disabled individual in the family requires an auxiliary apparatus or attendant care which allows someone in the family to work,*** provide proof of expense and proof of payment (e.g., cancelled check, etc.).

IV. ADDITIONS TO HOUSEHOLD	
Below are additional required documents you must submit to NYCHA if you wish to add a new household member to your unit. Failure to request NYCHA's permission prior to adding a household member may lead to the loss of your subsidy.	
Birth certificate	If you do not have a birth certificate, you may instead provide: • Baptismal certificate • Military discharge papers • Valid passport • Census document showing age • Naturalization certificate • Social Security Administration benefits printout
Social Security card	If you do not have a Social Security card, you may instead provide an original document from: • The Social Security Administration that shows the person's name and entire social security number (SSN) • A federal, state, or local government agency with the person's name and entire social security number (SSN) (for example, public assistance or Medicaid documents) Note: If you are adding a household member who does not contend to have eligible immigration status, documentation of a Social Security number is not required.
Proof of citizenship or eligible immigration status	Proof of citizenship or eligible immigration status is required for each family member. Evidence of citizenship may be fulfilled through submission of a birth certificate or other valid documentation described in the Birth Certificate section above. Proof of eligible immigration status for noncitizens under 62 years of age may include: • Alien Registration Receipt Card • Form I-94 with one of the following annotations: - "Admitted as Refugee Pursuant to Section 207"; - "Section 208" or "Asylum"; - "Section 243(h)" or "Deportation stayed by Attorney General"; - "Paroled Pursuant to Section 212(d)(5) of the INA";

样本

附录 B 证明文件样本清单（第 4 页）

Proof of citizenship or eligible immigration status *(Continued)*	• If Form I-94, is not annotated, then Form I-94 accompanied by one of the following documents: - A final court decision granting asylum (but only if no appeal is taken); - A letter from an INS asylum officer granting asylum (if application is filed on or after October 1, 1990) or from an INS district director granting asylum (if application filed before October 1, 1990); - A court decision granting withholding or deportation; or - A letter from an asylum officer granting withholding or deportation (if application filed on or after October 1, 1990). • Form I-688B, annotated "Section 245A" or "Section 210; • Form I-688B, annotated "Provision of Law 274a.12"; • A receipt issued by the INS indicating that an application for issuance of a replacement document in one of the above-listed categories has been made and the applicant's entitlement to the document has been verified For noncitizens who are 62 years of age or older, proof of eligible immigration status includes: • Signed declaration of eligible immigration status; and • Proof of age document. If the person you want to add is a US citizen or does not contend to have eligible immigration status, no proof of immigration status is required.

SUBMISSION INFORMATION
Online users can submit their application or an annual recertification, along with additional information/supporting documents using the NYCHA Self Service Portal. (selfserve.nycha.info) To submit supporting documents by mail, the address is: New York City Housing Authority PO Box 19196 Long Island City, NY, 11101-9775 **Note: If you submit documents by mail, do not mail any original documents.**

样本

A translation of this document is available from the Customer Contact Center.
La traducción de este documento está disponible en el Centro de Atención al Cliente.
Перевод этого документа находится в Центре обслуживания клиентов.
客户服務中心提供本文件的譯本。
客户服务中心提供本文件的译本。



附录 C

欠公共住房机构的债务及住房补助资格终止

这份美国住房与城市发展部（HUD）的通知说明住房机构如何申报和使用有关欠款，以及过往计划资格被终止情况的信息。每位年满 18 岁的家庭成员都必须签名，确认已收到这份通知。

附录 C 欠公共住房机构的债务及住房补助资格终止（第 1 页）

Reset

OMB No. 2577-0266
Expires 06/30/2026
Form HUD-52675

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

DEBTS OWED TO PUBLIC HOUSING AGENCIES AND TERMINATIONS

Paperwork Reduction Notice: Public reporting burden for this collection of information is estimated to average 7 minutes per response. This includes the time for respondents to read the document and certify, and any record keeping burden.
This information will be used in the processing of a tenancy. Response to this request for information is required to receive benefits. The agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. The OMB Number is 2577-0266, and expires 06/30/2026.

NOTICE TO APPLICANTS AND PARTICIPANTS OF THE FOLLOWING HUD RENTAL ASSISTANCE PROGRAMS:

- Public Housing (24 CFR 960)
- Section 8 Housing Choice Voucher, including the Disaster Housing Assistance Program (24 CFR 982)
- Section 8 Moderate Rehabilitation (24 CFR 882)
- Project-Based Voucher (24 CFR 983)

The U.S. Department of Housing and Urban Development maintains a national repository of debts owed to Public Housing Agencies (PHAs) or Section 8 landlords and adverse information of former participants who have voluntarily or involuntarily terminated participation in one of the above-listed HUD rental assistance programs. This information is maintained within HUD's Enterprise Income Verification (EIV) system, which is used by Public Housing Agencies (PHAs) and their management agents to verify employment and income information of program participants, as well as, to reduce administrative and rental assistance payment errors. The EIV system is designed to assist PHAs and HUD in ensuring that families are eligible to participate in HUD rental assistance programs and determining the correct amount of rental assistance a family is eligible for. All PHAs are required to use this system in accordance with HUD regulations at 24 CFR 5.233.

HUD requires PHAs, which administers the above-listed rental housing programs, to report certain information at the conclusion of your participation in a HUD rental assistance program. This notice provides you with information on what information the PHA is required to provide HUD, who will have access to this information, how this information is used and your rights. PHAs are required to provide this notice to all applicants and program participants and you are required to acknowledge receipt of this notice by signing page 2. Each adult household member must sign this form.

样本

What information about you and your tenancy does HUD collect from the PHA?

The following information is collected about each member of your household (family composition): full name, date of birth, and Social Security Number.

The following adverse information is collected once your participation in the housing program has ended, whether you voluntarily or involuntarily move out of an assisted unit:

1. Amount of any balance you owe the PHA or Section 8 landlord (up to $500,000) and explanation for balance owed (i.e. unpaid rent, retroactive rent (due to unreported income and/ or change in family composition) or other charges such as damages, utility charges, etc.); and
2. Whether or not you have entered into a repayment agreement for the amount that you owe the PHA; and
3. Whether or not you have defaulted on a repayment agreement; and
4. Whether or not the PHA has obtained a judgment against you; and
5. Whether or not you have filed for bankruptcy; and
6. The negative reason(s) for your end of participation or any negative status (i.e., abandoned unit, fraud, lease violations, criminal activity, etc.) as of the end of participation date.

Who will have access to the information collected?
This information will be available to HUD employees, PHA employees, and contractors of HUD and PHAs.

How will this information be used?
PHAs will have access to this information during the time of application for rental assistance and reexamination of family income and composition for existing participants. PHAs will be able to access this information to determine a family's suitability for initial or continued rental assistance, and avoid providing limited Federal housing assistance to families who have previously been unable to comply with HUD program requirements. If the reported information is accurate, a PHA may terminate your current rental assistance and deny your future request for HUD rental assistance, subject to PHA policy.

附录 C 欠公共住房机构的债务及住房补助资格终止（第 2 页）

How long is the debt owed and termination information maintained in EIV?
Debt owed and termination information will be maintained in EIV for a period of up to ten (10) years from the end of participation date or such other period consistent with State Law.

What are my rights?
In accordance with the Federal Privacy Act of 1974, as amended (5 USC 552a) and HUD regulations pertaining to its implementation of the Federal Privacy Act of 1974 (24 CFR Part 16), you have the following rights:

1. To have access to your records maintained by HUD, subject to 24 CFR Part 16.
2. To have an administrative review of HUD's initial denial of your request to have access to your records maintained by HUD.
3. To have incorrect information in your record corrected upon written request.
4. To file an appeal request of an initial adverse determination on correction or amendment of record request within 30 calendar days after the issuance of the written denial.
5. To have your record disclosed to a third party upon receipt of your written and signed request.

What do I do if I dispute the debt or termination information reported about me?
If you disagree with the reported information, you should contact in writing the PHA who has reported this information about you. The PHA's name, address, and telephone numbers are listed on the Debts Owed and Termination Report.

You have a right to request and obtain a copy of this report from the PHA. Inform the PHA why you dispute the information and provide any documentation that supports your dispute. HUD's record retention policies at 24 CFR Part 908 and 24 CFR Part 982 provide that the PHA may destroy your records three years from the date your participation in the program ends. To ensure the availability of your records, disputes of the original debt or termination information must be made within three years from the end of participation date; otherwise the debt and termination information will be presumed correct. Only the PHA who reported the adverse information about you can delete or correct your record.

Your filing of bankruptcy will not result in the removal of debt owed or termination information from HUD's EIV system. However, if you have included this debt in your bankruptcy filing and/or this debt has been discharged by the bankruptcy court, your record will be updated to include the bankruptcy indicator, when you provide the PHA with documentation of your bankruptcy status.

The PHA will notify you in writing of its action regarding your dispute within 30 days of receiving your written dispute. If the PHA determines that the disputed information is incorrect, the PHA will update or delete the record. If the PHA determines that the disputed information is correct, the PHA will provide an explanation as to why the information is correct.

样本

This Notice was provided by the below-listed PHA:

New York City Housing Authority
Leased Housing Department
P.O. Box 19196
Long Island City, NY 11101-9196

I hereby acknowledge that the PHA provided me with the *Debts Owed to PHAs & Termination Notice:*

Printed Name _____ Signature _____ Date _____

A translation of this document is available from the Customer Contact Center. NYCHA is providing the translation for your information only.
La traducción de este documento está disponible en los Centros de Atención al Cliente. NYCHA proporciona la traducción solo para su información.
Перевод этого документа находится в Центре обслуживания клиентов. NYCHA предоставляет перевод только для вашей информации.
客戶服務中心備有文件譯本可供索取。紐約市房屋局所提供的文件譯本僅供參考。
客户服务中心备有文件译本可供索取。纽约市房屋局所提供的文件译本仅供参考。



EASTCHESTER GARDENS ACCESSIBLE KITCHEN

附录 D

第三方核实——信息披露同意书

这份表格授权 NYCHA 和美国住房与城市发展部（HUD）直接向雇主、银行、政府机构等单位核实您家庭的收入。每位年满 18 岁的家庭成员都必须签署这份表格。

附录 D 第三方核实——信息披露同意书(第 1 页)

Reset

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

THIRD PARTY VERIFICATION - CONSENT TO RELEASE INFORMATION

TENANT STREET ADDRESS

CITY, STATE, ZIP

A. VOUCHER #

B. *Use this form for reexaminations effective on or after January 1, 2024. Use form HUD-9886 for reexaminations effective prior to January 1, 2024.*

Authorization for the Release of Information/Privacy Act Notice to the U.S. Department of Housing and Urban Development and the New York City Housing Authority (NYCHA)

U.S. Department of Housing and Urban Development, Office of Public and Indian Housing

New York City Housing Authority requesting release of information:

New York City Housing Authority
90 Church Street, 5th Floor
New York, NY 10001

Authority: Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993. This law is found at 42 U.S.C. 3544. This law requires you to sign a consent form authorizing: (1) HUD, and NYCHA to request verification of salary and wages from current or previous employers; (2) HUD and NYCHA to request wage and unemployment compensation claim information from the state agency responsible for keeping that information; and (3) HUD to request certain tax return information from the U.S. Social Security Administration and the U.S. Internal Revenue Service. HUD regulations (24 CFR 5.210 et. seq.; 24 CFR 5.659; and 24 CFR 960.259) authorize NYCHA to collect other information necessary to determine eligibility for assistance or level of benefits.

Section 104 of the Housing Opportunity and Modernization Act of 2016. The relevant provisions are found at 42 U.S.C. 1437n . This law requires you to sign a consent form authorizing NYCHA to request verification of any financial record from any financial institutions as defined in the Right to Financial Privacy Act (12 U.S.C. 3401)), whenever NYCHA determines the record is needed to determine a Section 9/public housing or Section 8/Housing Choice Voucher applicant's or participant's eligibility for assistance or level of benefits.

Purpose: In signing this consent form, you are authorizing HUD and NYCHA to request income information from the sources listed on the form. HUD and NYCHA need this information to verify your household's income, family composition and related information for every household member, in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. HUD and NYCHA may participate in computer matching programs with these sources in order to verify your eligibility and level of benefits.

Uses of Information to be Obtained: HUD is required to protect the income information it obtains in accordance with the Privacy Act of 1974, 5 U.S.C. 552a. HUD may disclose information (other than tax return information) for certain routine uses, such as to other government agencies for law enforcement purposes, and to Housing Agencies for the purpose of determining housing assistance. NYCHA is also required to protect the income information it obtains in accordance with any applicable State privacy law. HUD and NYCHA employees may be subject to penalties for unauthorized disclosures or improper uses of the income information that is obtained based on the consent form. **Private owners may not request or receive information authorized by this form.**

Who Must Sign the Consent Form: Each member of your family who is 18 years of age or older must sign the consent form. Additional signatures must be obtained from new adult members joining the family or whenever members of the family become 18 years of age.

Persons who apply for or receive assistance under the following programs are required to sign this consent form:

Public Housing
Housing Choice Voucher
Section 8 Moderate Rehabilitation

Failure to Sign Consent Form: Your failure to sign the consent form may result in the denial of eligibility or termination of assisted housing benefits, or both. Denial of eligibility or termination of benefits is subject to NYCHA's grievance procedures and Section 8 informal hearing procedures.

Revocation of consent: If you revoke consent, NYCHA will be unable to verify your information, although the data matches between HUD and other agencies will continue to automatically occur in the Enterprise Income Verification (EIV) System if the family is not terminated from the program.

Sources of Information to be Obtained
State Wage Information Collection Agencies. (This consent is limited to wages and unemployment compensation I have received when I have received assisted housing benefits.)

U.S. Social Security Administration (HUD only) (This consent is limited to the wage and self-employment information and payments of retirement income as referenced at Section 6103(l)(7)(A) of the Internal Revenue Code.)

附录 D 第三方核实——信息披露同意书(第 2 页)

Information may also be obtained regarding public or private pension funds, unemployment compensation information, worker's compensation, disability income, military pay, alimony, child support, private contributions, school attendance verification and information relating to the receipt of financial grants, from various entities, credit agencies or government agencies, including but not limited to the: ● NYC Human Resources Administration, ● NYC Office of Payroll Administration, ● NYC Department of Finance, ● NYC Department of Health and Mental Hygiene, ● NYC Clerk's Office, ● NYS Department of Motor Vehicles, ● Courts and NYS Office of Court Administration, ● NYS Department of Labor and ● US Department of Veterans Affairs.

U.S. Internal Revenue Service (HUD only) (This consent is limited to unearned income [i.e., interest and dividends].)

Information may also be obtained directly from: (a) current and former employers concerning salary and wages; and (b) financial institutions as defined in the Right to Financial Privacy Act (12 U.S.C. 3401), whenever NYCHA determines the record is needed to determine an applicant's or participant's eligibility for assistance or level of benefits. I understand that income information obtained from these sources will be used to verify information that I provide in determining eligibility for assisted housing programs and the level of benefits. Therefore, this consent form only authorizes release directly from employers and financial institutions of information.

Consent: I consent to allow HUD or NYCHA to request and obtain income information from the sources listed on this form for the purpose of verifying my eligibility and level of benefits under HUD's assisted housing programs. I understand that Housing Agencies, like NYCHA, that receive income information under this consent form cannot use it to deny, reduce or terminate assistance without first independently verifying what the amount was, whether I actually had access to the funds and when the funds were received. In addition, I must be given an opportunity to contest those determinations.

This consent form remains effective until the earliest of (i) the rendering of a final adverse decision for an assistance applicant; (ii) the cessation of a participant's eligibility for assistance from HUD and NYCHA; or (iii) The express revocation by the assistance applicant or recipient (or applicable family member) of the authorization, in a written notification to HUD or NYCHA.

C. Member (age 18 or older)

a. NAME

b. Date of Birth (mm/dd/yyyy)

c. Social Security Number

d. Sign

e. Date (mm/dd/yyyy)

样本

D. **Privacy Advisory. Authority:** The Department of Housing and Urban Development (HUD) is authorized to collect this information by the U.S. Housing Act of 1937 (42 U.S.C. 1437 et. seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), and by the Fair Housing Act (42 U.S.C. 3601-19). Purpose: This form authorizes HUD and NYCHA to request income information to verify your household's income in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. Failure to provide any of the requested information may result in a delay or rejection of your eligibility approval.

Penalties for Misusing this Consent: HUD and NYCHA (or any employee of HUD or NYCHA) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on the form HUD 9886 is restricted to the purposes cited on the form HUD 9886. Any person who knowingly or willfully requests, obtains, or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than $5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD or NYCHA for the unauthorized disclosure or improper use.

OMB Burden Statement. The public reporting burden for this information collection is estimated to be 0.16 hours for new admissions and .08 hours for household members turning 19, including the time for reviewing, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Collection of information income and assets is required for program eligibility determination purposes. The submission of the consent form is necessary (form-HUD 9886) so that PHAs can carry out the requirements of Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993 (42 U.S.C. 3544) and Section 104 of HOTMA to ensure that HUD and PHAs can verify eligibility and income information for applicants and participants. This information collection is protected from disclosure by the Privacy Act. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, Washington, DC 20410. When providing comments, please refer to OMB Approval No. 2577-0295. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

Original is retained by the requesting organization. ref. Handbooks 7420.7, 7420.8, & 7465.1 **HUD-9886-A exp. 10/31/26**



附录 E

补助券支付金额调整通知（VCN）

这份通知确认您的年度资格覆核已完成，并列明总合同租金、NYCHA 支付的租金部分（补助），以及您需要支付的租金部分。

附录 E 补助券支付金额调整通知(VCN)(第 1 页)

Voucher - CN

NEW YORK CITY HOUSING AUTHORITY
LEASED HOUSING DEPARTMENT

Reset

PO Box 19196
Long Island City, NY 11101-9196

A. Case #

B. Voucher #

☐ C. Annual Recertification

☐ D. Interim Change

☐ E. Lease Renewal

☐ F. Contract Rent Change

G. Dear Tenant:

The New York City Housing Authority ("NYCHA") has reviewed the family income submitted by you, in accordance with the United States Department of Housing and Urban Development ("HUD") regulations, and has made the following rent determination, effective :

NYCHA Portion: *Paid by NYCHA to the Owner*	
Tenant Portion: *Paid by you*	
Total Contract Rent:	

样本

If you wish a further explanation of this notice, please contact the Customer Contact Center at (718) 707-7771.

IMPORTANT NOTES:

- You are required to pay your share of the rent, which is the difference between the full contract rent for the apartment and the Housing Assistance Payment subsidy paid on your behalf by NYCHA to the Owner. Any additional service charges that may be included in the lease agreement between you and the Owner/ Managing Agent are your responsibility. Please note that your share of the rent is subject to change.
- If you *do not* agree with the above determination, you may request an informal conference or impartial hearing by checking one of the boxes below and mailing this form to the P.O. Box listed above within fifteen (15) days of the date of this notice. If you request an impartial hearing, you will be given an opportunity to discuss this voucher payment change together with any new information that you wish to submit prior to the effective date of the new voucher payment and prior to the impartial hearing.

  Regardless of whether you request a hearing, you are required to pay your new share of the rent on the effective date indicated above. Failure to pay your new share of the rent may result in termination of your subsidy.
- NYCHA has notified the Owner of this Voucher Change Notification of your Housing Assistance Payment subsidy.

Very truly yours,

Leased Housing Department

附录 E 补助券支付金额调整通知（VCN）（第 2 页）

☐ I would like an informal conference for an explanation of my rent share.

☐ I would like a hearing to contest my share of rent.

1. *LAST NAME* | 2. *FIRST NAME* | 3. *MIDDLE INITIAL*

4. *SIGNATURE* | 5. *SIGNATURE DATE* (mm/dd/yyyy)

样本



Scan the QR code to download translations of this document.
Sigue el código QR para descargar las traducciones de este documento.
请扫描二维码下载本文件的翻译版本。請掃描二維碼下載本文件的翻譯版本。
Сканируйте QR-код, чтобы скачать переводы этого документа.

NEW YORK CITY HOUSING AUTHORITY

REAL ESTATE DEVELOPMENT
REINVEST · RESTORE · REBUILD