



**MOVE-IN DOCUMENTATION
(ALL PROJECTS)
File Submission Paperwork Checklist**

Documentation Type	Yes	No
Tenant Income Certification (TIC) (signed by adult household members 18 or older)		
Rental Application (completed by adult household members 18 or older)		
Income/Asset Calculation Worksheet		
Employment Status Verification [each adult household members 18 or older, whether employed or not (i.e. Employment Verification, Unemployed Certification, Self-Employment Certification, Certification of Zero Income)]		
Income Verifications		
Asset Verifications		
Documentation of Student Status (signed by adult household members 18 or older)		
Rental Assistance Documentation, if applicable		
Lease Agreement		
Violence Against Women Act (VAWA) Lease Addendum (signed by adult household members 18 or older)		