

Tenant Obligations

As a participant in the Housing Choice Voucher Program (HCVP), you are responsible for following your lease agreement and HUD program requirements. Failure to meet these obligations may result in the termination of your housing assistance.

Your Responsibilities

- Report changes in income, employment, household composition, or contact information promptly.
- Complete annual and interim recertifications and provide all requested documentation by the required deadlines.
- Pay your portion of the rent and any tenant-paid utilities on time.
- Comply with your lease and maintain your unit in a clean, safe, and sanitary condition.
- Allow the Housing Authority and landlord access for required NSPIRE inspections, complaint inspections, emergency inspections, and necessary repairs.
- Use the assisted unit as your primary residence and do not allow unauthorized occupants or sublease the unit.
- Obtain Housing Authority approval before adding household members or moving to another unit.
- Report extended absences from your unit as required by program rules.
- Provide truthful and complete information and promptly report all required changes.
- Ensure that all household members and guests comply with program rules and do not engage in criminal or drug-related activity.

Need to Report a Change?

If your income, household composition, employment, or contact information changes, notify your assigned HCV Program Representative as soon as possible. Prompt reporting helps ensure your rental assistance remains accurate and prevents potential overpayments or program violations.

Please Note: This page provides a summary of tenant obligations. Participants are responsible for complying with all requirements outlined in HUD regulations, the Housing Choice Voucher Administrative Plan, and their lease agreement.