



# Housing Authority of the City of Austin

Established in 1937

1124 South IH 35, Austin, TX 78704

(512) 477-1314

P.O. Box 41119, Austin TX 78704

Fax (512) 494-0686

## SCHOOL EMPLOYMENT CERTIFICATION

I have been advised that since my employment with a school is only during a \_\_\_\_\_ month school year, my rent subsidy will be based on my \_\_\_\_\_ month earnings being spread over twelve (12) months of the year. My rent portion will be paid during the period of time that school is in and out of session and should be budgeted during the active working period.

I also understand that any additional income from this or any other source received by me at anytime during the year should be reported and will be included in calculating my rent subsidy.

I acknowledge my responsibility to report, in writing, any such changes in my family's income within THIRTY (30) days of the occurrence of the change.

My signature below certifies that the statement above has been explained to me.

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TENANT'S SIGNATURE

CC: File

Form: school employemnt.doc