



100 West 13th Avenue, Eugene, OR 97401 • PH 541-682-3755 • FAX 541-682-3411



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**CHANGE OF HOUSEHOLD MEMBERS AND INCOME & EXPENSE FORM**

Please complete the following form and return to the office at Village Oaks, Abbie Lane, Fourteen Pines, or the Homes for Good Administrative Building at 100 West 13<sup>th</sup> Avenue Eugene, OR 97401. This form may also be emailed to your Assistant Property Manager.

Name	Address
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**Which income or household change are you reporting?**

- Income increase     Income decrease

Which household member has had an income change?

Social Security SSI or SSDI \$	TANF \$	Unemployment \$
Child Support \$	Wages \$	Pension \$

- Allowable expense increase     Allowable expense decrease

Which household member has had an expense change?

Child Care \$	Medical (Must be elderly or disabled to qualify) \$
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- Add a household member

Note: Household members, except for minors, must be approved by Homes for Good before moving in.

New Household Member Type:  Adult or Emancipated Minor     Live-in Aide     Minor

Name	Date of Birth	Date to be Added
Name	Date of Birth	Date to be Added

- Remove a household member

Name	Age	Date to Remove
Name	Age	Date to Remove

Thank you for reporting changes within 14 days. Completing this form is a request for an Interim Review but is not considered "providing documentation." Homes for Good will contact you to schedule an in-person appointment. Please let us know if you would prefer a phone appointment and to be mailed the additional forms. You will need to complete and sign verification forms so that we are able to complete this Interim Review in a timely manner. Then, you will be notified in writing of any rent adjustment and the effective date of the rent adjustment.

- In-person appointment at the property where I live so that I can complete verification forms in the office.  
 Phone only appointment and mail me the verification forms that I need to complete.