

To be completed by the Landlord

GASTONIA HOUSING AUTHORITY
340 W. Long Avenue
PO Box 2398
Gastonia, NC 28053
ghanc.org

Landlord Utility Certification

THE GASTONIA HOUSING AUTHORITY WILL NOT ACCEPT A REQUEST FOR TENANCY APPROVAL IF THE UTILITIES HAVE NOT BEEN TURNED ON.

I certify that all applicable utilities (Electric, water, and gas) for the unit located at _____ are currently in service under:
(Unit Number, Street and City)

- My Name Company name Applicant/Tenant name

It is my understanding that it is the landlord's responsibility to physically insure that all utilities are in service, electrical breakers are on, all pilot lights (if any) are lit, and all water valves (Main and under sinks) are turned to the open position. Failure to have the utilities in operation on the day of inspection will result in a failed inspection (2 being the maximum). Should a unit fail the initial inspection, reinspection will not be made for 30 days. It is my understanding that a Housing Assistance Payments contract cannot be entered into nor any HAP payments made until all the utilities for which the tenant will be responsible have been transferred into the head of household's name and the applicant has submitted a Utility Account Verification Form or receipts from each utility (company) showing the date the service began and the account number. Utility verification forms or receipts must be submitted by the applicant within 5 days of the date the unit passes inspection. Failure to do so may result in the denial of the applicant's housing assistance.

The landlord must check each utility listed below that the tenant will be responsible for and list the name of the utility provider:

- ELECTRICITY _____
(Utility Company Name)
- WATER _____
(Utility Company Name)
- SEWER _____
(Utility Company Name)
- GAS _____
(Utility Company Name)
- TRASH PICKUP _____
(Utility Company Name)

OWNER'S SIGNATURE

DATE