

elects to bill the initial HA, indicate the monthly amount billed to the initial HA for the family's HAP amount, 80% of the on-going administrative fees, and for any utility reimbursement to the family.

- 12f. **HA No. billed (include 2 letter State code and 3 digit HA number):** Indicate the initial HA's 2-letter state code and 3-digit identification number assigned by HUD. The initial HA is the HA that originally issued the voucher. The receiving HA must obtain this number. For help obtaining the initial HA's identification number, contact the appropriate HUD Field Office or the MTCS Hotline at 1-800-FON-MTCS.

Note: Leave blank if the receiving HA absorbs the family.

- 12g. **Check all housing types that apply:** Indicate which housing type(s) apply.

(SRO) 1 room occupied by 1 person - A single room unit, usually without food preparation or sanitary facilities, occupied by only 1 person.

(IGR) has continual supportive services (prorate gross rent) - An independent group residence where 2 to 12 elderly or disabled individuals incapable of living completely independently reside and receive a planned program of continual supportive services.

- 12h. **Owner name:** The Section 8 unit owner's legal name.

- 12i. **Owner TIN/SSN:** The legal unit owner's tax identification number (TIN) or social security number (SSN).

- 12j. **Voucher payment standard (for 236 and 515, do not exceed basic rent plus utility allowance):** Enter the lower of the payment standard for the unit size as indicated on the family's voucher or the payment standard for the unit size that the family actually rents. For a unit the family leases under Section 236 or a Rural Housing Administration Section 515 project, enter the lower of the payment standard or the unit's basic rent plus the utility allowance.

For a voucher admission with a lease in-place: For a family admitted to the voucher program with a lease in-place (i.e., the family does not move from its pre-program unit or premises), enter the lower of the payment standard or the unit's gross rent (line 12q) at the time of admission to the program.

