

**REQUEST FOR RURAL DEVELOPMENT AUTHORIZATION
TO RENT TO AN INELIGIBLE**

Date: _____

Project/Borrower Name: _____

Project Location: _____

Applicant's Name: _____

Proposed Unit No.: _____

Reason for Ineligibility:

- _____ Applicant's adjusted annual income is over the moderate-income limit established in RD regulations.
- _____ Applicant does not meet the occupancy level (household size) for unit.
- _____ There are currently no eligible tenants on the waiting list. (Copy of the waiting list must accompany request.)
- _____ Unit has been vacant for _____ month(s).

_____ Date

_____ Owner/Manager Signature

**RURAL DEVELOPMENT AUTHORIZATION TO RENT TO
AN INELIGIBLE APPLICANT**

Authorization is given to rent to the applicant referenced above subject to the following conditions:

1. There are no eligible persons on the waiting list.
2. A diligent, but unsuccessful effort to rent the unit to an eligible tenant has been made for at least sixty days.
3. A continued effort will be made to find eligible tenants and evidence of this will be maintained in your marketing file.
4. The note rate rent will be charged to the tenant if their income exceeds the moderate income limit of their adjusted family income.
5. The tenant will sign a one-year lease and statement agreeing to vacate the unit with a thirty-day written notice after the initial lease term when an eligible tenant becomes available. After the first year, the lease converts to a monthly lease. The ineligible tenant then can be given a thirty-day written notice. If the tenant is a one-person household occupying a two-bedroom unit, the tenant must sign a statement agreeing to occupy a one-bedroom unit when it becomes available.

_____ Date

_____ RD Servicing Official

"This institution is an equal opportunity provider."

