

**SAMPLE  
MUTUAL FUND VERIFICATION**

Mutual Fund Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 RE: \_\_\_\_\_ SS#: \_\_\_\_\_  
Applicant/Resident Name

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Applicant/Resident Address	City, State	Zip Code
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The above person(s) has applied for tenancy (or is a resident) at \_\_\_\_\_.  
 As part of our processing, we require verification of households income, expenses, and other information related to eligibility. The applicant/resident herein authorizes the release of information regarding his/her income and assete. The information you provide will be used for the purpose of determining households eligibility for tenancy. We are required to complete our verification process in a short-time period and would appreciate your prompt response. If you have any questions, please contact our office.

Permission by: \_\_\_\_\_  
Applicant/Resident Signature Date

Please complete the section below and return it in the enclosed, self-addressed envelope. (Please mail rather than have the above individual hand deliver.) Thank you in advance for your prompt attention.

\_\_\_\_\_  
 Printed Name of Manager

\_\_\_\_\_  
 Signature of Manager Date Manager's Phone Number

**To be Completed by Mutual Fund Company**

Name of Fund	Number of Shares	Value per Share	Penalty for Early Withdrawl	Total Annual Distributions*
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

\*Please include capital gains. If current year information is not available, please verify the previous year distributions.

I certify that the above information is true and correct.

_____ Printed Name of Official	_____ Title of Official
_____ Name of Institution	_____ Signature
_____ Address	_____ Date
_____ City, State, Zip Code	_____ Phone Number

**WARNING:** Section 1001 of Title 18 of the U.S. Code makes it a criminal offense for any person to make false or fraudulent statements to any department or agency of the United States Government or public housing authority as to any matter within its jurisdiction or to make unauthorized disclosures or improper use of the information collected hereunder.