



## **Acceptable forms of Child Support Verification:**

**NOTE:** HUD accepts three methods of verification. These are, in order of acceptability, third-party verification, review of documents, and family certification. If third-party verification is not available, owners must document the tenant file to explain why third-party verification was not available.

1. Child Support Verification form completed by the agency enforcing the child support payment.
2. Copy of a separation or settlement agreement or divorce decree stating amount and type of support and payment schedules;
3. A letter from the person paying the support indicating amount and type of support and payment schedules;
4. Copy of the latest check. Owner must record the date, amount, and number of check; and
5. Applicants' notarized statement or affidavit of amount received or that support payments are not being received and the likelihood of support payments being received in the future and describing efforts to collect amounts due. Amounts awarded but not received can be excluded from annual income only when applicants have made reasonable efforts to collect amounts due, including filing with courts or agencies responsible for enforcing payments.