

**UNITY HOUSING APARTMENTS, LP  
TAX CREDIT FILE CHECKLIST  
RECERTIFICATION**

Tenant Name: \_\_\_\_\_ Project/Unit #: \_\_\_\_\_

Tenant Income Certification (TIC), Signed and Dated

Tenant Ledger (Current)

Recertification Questionnaire, Signed and Dated

9887/9887A, Signed and Dated

Income Verifications

Asset Verifications

Under \$50K Asset Certification/Assets Disposed Of, Signed and Dated

Clarification: \_\_\_\_\_

NOTE:

- All original documents and corrections will be maintained in the Tax Credit file at the Housing Site.
- All documents must be completed in blue ink, with no whiteout or highlighted areas.
- All corrections must be crossed out, inserting corrected information, and initialed/dated by Tenant/Manager.
- **Tax Credit TIC must be signed/dated by Tenant and Manager with the same recertification date.**

Revised 1-2024

