

WATERTOWN HOUSING AUTHORITY

EQUAL HOUSING OPPORTUNITY

55 WAVERLEY AVENUE
WATERTOWN, MASSACHUSETTS 02472-3613

[617] 923-3950 – Office
[617] 923.3961 – Maintenance

[617] 923.3954 – Leased Housing
[617] 923-2466 - FAX

SEASONAL EMPLOYMENT CALCULATION PROCEDURE

Tenant Name: _____

Unit: _____

Name of Seasonal Employer: _____

Are you employed at this job for only a portion of the year? Yes No

Please list the dates that you DO NOT work at this job: _____

During your lay off period, please check the following as applicable:

1. I will receive unemployment benefits Yes No
2. I will receive gift income from friends/family/etc. Yes No
3. I will have zero income status Yes No
4. Other Yes No

Based on the above information and/or further discussion with your Program Manager, the following has been determined to calculate your annual rent:

_____ Your gross annual income will be calculated based on your pay schedule. WHA will determine your average gross income at a rate of 30% to be paid throughout the year. This means that even during summer vacation months or other periods of reduced work, you will continue to pay a lower rate.

_____ Your gross annual income will be calculated based on your pay schedule within your seasonal work calendar. Once regular work ends, you must provide verified information to WHA for a rent recalculation. Additionally, if there is an increase or a return to work, you must provide WHA with verified information by the seventh day of the following month. For example, if you work in a school, you will pay a higher rate during the school year and a reduced rate during summer vacation months.

Under penalty of perjury, I certify that the information presented in this certification is true and accurate to the best of my knowledge. The undersigned further understands that providing false representation herein constitutes an act of fraud. False, misleading, or incomplete information may result in the termination of a lease agreement.

(Signature of Tenant)

Date:

(Signature of Manager)

Date: