

Self Cert Quick Guide

1. Start your Annual Recert as you normally would.
2. If this will be a Self Cert, the first thing you will want to do is check the box next to "Is Self-Certified". If you do not, Voyager will consider this a full certification:

Tax Credit Certification Functions Data Reports

Passed Validation

Resident Information Ctrl#527454

Code	0214540	Property	a58	Lease Sign	03/01/2006
Name	CHRISTOPHER SMITH	Unit	B206	Lease From	03/01/2006
Address	16980 NISQUALLI RD	Status	Current	Lease To	02/28/2007
		Office		Move In	03/01/2006
City-State-Zip	VICTORVILLE, CA 92395	Home	(760) 243-7345	Move Out	

Save Delete Help HUD 4350.3 Family Info

Basic Household Notice Dates

Critical Dates

Certification Type	AR=Annual Recert
Effective Date	03/01/2018
Next Annual Recert	03/01/2019
Project Move In	03/01/2006
Date Completed	

Unit Information

Unit Code	B206
Bedrooms	3
Income Restriction %	50.00
Rent Restriction %	50.00
Income Limit being used	50% a58

Rent Information

Tenant Rent	736.00
Utility Allowance	141
Other Non Optional Charges	0.00
Less: Utility Reimbursement	0
Total Rent	877.00
Maximum Rent	871
Market Rent	730
Subsidy	0.00

NAHMA Fields

Household Type	
Special Status	
Federal Subsidy Type	Not Applicable
Non-Federal Subsidy Type	
Is Self Certified?	<input type="checkbox"/>

3. You will select Short TIC to generate your THIF or self certification:

Tax Credit Certification Functions Data Reports

Passed Validation

Resident Information Ctrl#527454

Code	0214540	Property	a58	Lease Sign	03/01/2006
Name	CHRISTOPHER SMITH	Unit	B206	Lease From	03/01/2006
Address	16980 NISQUALLI RD	Status	Current	Lease To	02/28/2007
		Office		Move In	03/01/2006
City-State-Zip	VICTORVILLE, CA 92395	Home	(760) 243-7345	Move Out	

Save Delete Help HUD 4350.3 Family Info

Basic Household Notice Dates

Critical Dates

Certification Type	AR=Annual Recert
Effective Date	03/01/2018
Next Annual Recert	03/01/2019
Project Move In	03/01/2006
Date Completed	

Unit Information

Unit Code	B206
Bedrooms	3
Income Restriction %	50.00
Rent Restriction %	50.00
Income Limit being used	50% a58

Rent Information

Tenant Rent	736.00
Utility Allowance	141
Other Non Optional Charges	0.00
Less: Utility Reimbursement	0
Total Rent	877.00
Maximum Rent	871
Market Rent	730
Subsidy	0.00

NAHMA Fields

Household Type	
Special Status	
Federal Subsidy Type	Not Applicable
Non-Federal Subsidy Type	
Is Self Certified?	<input type="checkbox"/>

Reports

- Ledger
- NCSHA TIC
- State TIC
- Short TIC
- Verify Preview
- Verify and Post
- Income Worksheet
- Compliance Monitor