

**SECTION 3 PREFERENCE INCOME VERIFICATION FORM**

A section 3 resident seeking the preference in training and employment provided by this part shall certify, or submit evidence to the recipient contractor or subcontractor, if requested, that the person is a Section 3 resident, as defined in 24 CFR 135.5. (An example of evidence of eligibility for the preference is evidence of receipt of public assistance, or evidence of participation in a public assistance program.)

**Certification for Resident Seeking Section 3 Preference in Training and Employment**

I, \_\_\_\_\_, am a legal resident of Lee County and qualify as a Section 3 Resident because I meet the income eligibility guidelines for a low- or very-low-income person outlined in the Lee County Area Median Income Limits

All residents of public housing developments of the Sanford Housing Authority qualify as Section 3 residents. Additionally, individuals residing in the City of Sanford, Lee County, who meet the income limits set forth below, can also qualify for Section 3 status. **A picture identification card and proof of current residency is required.**

FY 2012 Family Size	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Low (80%) Income Limits	\$30,600	\$35,000	\$39,350	\$43,700	\$47,200	\$50,700	\$54,200	\$57,700

My permanent address is: \_\_\_\_\_  
Street Address

\_\_\_\_\_ City State Zip

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Number of family who live in my household: \_\_\_\_\_

My total annual household income for the prior calendar year is: \_\_\_\_\_

I have attached ONE of the following documentation as evidence of my status:

- Proof of public assistance (ie Food Stamps, Medicaid)
- Proof of participation in a HUD Youth Build program
- Proof of participation in a federal, state or local public assistance program (JTPA, etc.)
- Copy of current Federal Tax filings
- Other evidence \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature Date



Building Stronger Families  
Through Community Partnerships

Public Housing Residents and Section 8 Voucher Holders

Completion of this form will provide the SHA with information to determine the type of employment, training or business opportunity you are seeking. **This is not a job application and we cannot promise you anything**, but we are committed to working with the residents who want new opportunities and want to achieve self-sufficiency.

**Please print clearly and complete entire form.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Apt.  
City State Zip

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

SHA Community Name: \_\_\_\_\_ Section 8 \_\_\_\_\_

Case Manager: \_\_\_\_\_

Have you worked for the SHA before or any of its contractors? \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Date available to begin work: \_\_\_\_\_ # Hours available per day: \_\_\_\_\_

Do you have transportation? Yes or No (Please explain) \_\_\_\_\_

If you had the opportunity to start your own business, what would it be? \_\_\_\_\_

I certify that the above statements are true, complete, and correct to the best of my knowledge and belief.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Please return to your Property Manager at your site or to Karyn Engle, Section 3 Coordinator,  
P.O. Box 636, Sanford, NC 27331  
Phone – 919-776-7655 Ext 225; 919-776-7657, [kengle@shanc.org](mailto:kengle@shanc.org).**

Use additional sheets if needed and you may attach a résumé.

**Education:**

Circle Highest Level Completed:                    GED    12<sup>th</sup> Grade            College 1 2 3 4            Graduate 1 2 3 4  
 College Courses (Specify): \_\_\_\_\_ College Degree (Specify): \_\_\_\_\_  
 Certificates (Specify): \_\_\_\_\_  
 Technical Training (Specify): \_\_\_\_\_  
 Do you currently hold any licenses which are necessary for your present job or a past job? If so, what license?  
 \_\_\_\_\_

**Work Experience**

Last or current job: \_\_\_\_\_ Employment dates from: \_\_\_\_\_ to \_\_\_\_\_  
 Business: \_\_\_\_\_  
 Job title: \_\_\_\_\_  
 Specific duties: \_\_\_\_\_  
 \_\_\_\_\_

Next most recent job: \_\_\_\_\_ Employment dates from: \_\_\_\_\_ to \_\_\_\_\_  
 Business: \_\_\_\_\_  
 Job title: \_\_\_\_\_  
 Specific duties: \_\_\_\_\_  
 \_\_\_\_\_

Next most recent job: \_\_\_\_\_ Employment dates from: \_\_\_\_\_ to \_\_\_\_\_  
 Business: \_\_\_\_\_  
 Job title: \_\_\_\_\_  
 Specific duties: \_\_\_\_\_  
 \_\_\_\_\_

Next most recent job: \_\_\_\_\_ Employment dates from: \_\_\_\_\_ to \_\_\_\_\_  
 Business: \_\_\_\_\_  
 Job title: \_\_\_\_\_  
 Specific duties: \_\_\_\_\_  
 \_\_\_\_\_

**Check your desired training areas:**

GED _____	Construction/Specify _____	Maintenance Repair _____
Accounting/Bookkeeping _____	Education: _____	Medical or Dental Assistant _____
Automotive/Mechanic _____	(Teacher or Teacher's Aide) _____	Nursing _____
Banking _____	Hair Care (Beautician/Barber) _____	Security _____
Child Care _____	House Keeping/Cleaning/Janitorial _____	Social Work _____
Clerical _____	Inventory/Stock Warehouse _____	Van/Bus Driver _____
Computers _____	Landscaping _____	Other _____