



(6) Public posting in common areas of statements describing the Community as housing for persons 55 years of age or older.

Pursuant to the above requirements, the Community will perform the following:

- (1) Adopt and maintain, through its rental agreements, rules and regulations and these policies and procedures, restrictions on the occupancy of units consistent with HUD's regulations governing 55-or-older housing;
- (2) Make available these policies and procedures to all occupants;
- (3) Notify local realtors of the restrictions; and
- (4) Post a sign indicating that the Community is 55-or-older housing in conspicuous locations at the Community.

2. **Occupancy By Persons 55 Years of Age or Older.**

In order for the Community to qualify as 55-or-older housing, its occupied units must be occupied by persons age 55 years or older. For purposes of this policy, "occupied unit" means:

- (1) A dwelling unit that is actually occupied by one or more persons on the date the calculation is made; or
- (2) A temporarily vacant lot, if the primary occupant has resided in the unit during the past year and intends to return on a periodic basis.

3. **Verification of Occupancy.**

In order for the Community to qualify as 55-or-older housing, it must be able to produce verification of compliance with the occupancy requirement through reliable surveys and certifications. Pursuant to this requirement, the Community shall verify the age of each new occupant at the Community and confirm that at least one occupant of each unit is 55 years of age or older. In addition, the Community will publish and distribute a survey at least once every two years to verify the ages of each occupant at the Community and confirm that at least one occupant of each unit is 55 years of age or older. The Community will consider the following documents as reliable documentation of the age of an occupant:

- (1) Driver's license;
- (2) Birth certificates;

- (3) Passports;
- (4) Immigration cards;
- (5) Military identification;
- (6) Any other state, local, national, or international official documents containing a birth date of comparable reliability; or
- (7) A certification signed by an adult member of the household asserting that at least one person in the unit is 55 years of age or older. The certification should read:

I, [name], am over the age of 18 and a member of the household that resides at the Community, Lot No.\_\_\_\_. I hereby certify that I have personal knowledge of the ages of the occupants of this household and that at least one occupant is 55 years of age or older.

If the occupants of a lot does not comply with the age verification procedures, the Community may, if it has sufficient evidence, consider the unit to be occupied by at least one person 55 years of age or older. Such evidence may include:

- (1) Government records or documents, such as a census;
- (2) Prior forms or applications; or
- (3) A statement from an individual who has personal knowledge of the age of the occupants. The individual statement must set forth the basis for such knowledge. The statement should read:

I, [name], am over the age of 18 and reside at [address]. I hereby certify that I have personal knowledge of the ages of the occupants of the Community, Lot No. \_\_\_\_\_, and that at least one occupant is 55 years of age or older. The basis for my personal knowledge is [insert basis].