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**Sent:** Friday, October 15, 2010 7:45 AM  
**To:** MFH-RHIIP-TIPS-L@hudlist.hud.gov  
**Subject:** RHIIP Listserv #241 - Requesting Proof of Income From SSA

**RHIIP Listserv Posting #  
241  
October 15, 2010**

Welcome to the MULTIFAMILY HOUSING RENTAL HOUSING INTEGRITY IMPROVEMENT PROJECT (RHIIP) LISTSERV that brings you up-to-date RHIIP related publications, news, information and occupancy tips in an effort to help reduce errors in rent determinations and subsidy calculations.

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**Requesting Proof of Income From SSA**

It has come to our attention that some owner/agents (O/As) are still advising tenants to obtain proof of their Social Security income from local Social Security Administration offices. With the Enterprise Income Verification system now providing this information, and as indicated in Housing Notice 10-10, O/As must not send tenants to local SSA offices to obtain proof of their Social Security income. Instead, the O/A must ask the tenant to request benefit information from SSA using SSA's website or toll-free number.

To request a Proof of Income Letter from SSA's website, go to <http://www.socialsecurity.gov>. From the left side bar:

Select "What you can do online"

Select "If you get benefits"

Select "Request a Proof of Income Letter"

Tenants should check the box "All Benefit Information Available" to make sure all benefits received are provided.

To request a Proof of Income Letter from SSA's toll-free number, call 1-800-772-1213.

This information is free and the tenant should receive the letter in the mail within 10 days.

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You can view the RHIIP Tips Archives, under "Listserv-Multifamily RHIIP Tips" at <http://www.hud.gov/offices/hsg/mfh/rhiip/mfhrhiip.cfm>

Please encourage others to sign-up for the Listserv, so they too can receive current RHIIP related information from HUD <http://www.hud.gov/subscribe/maillinglist.cfm>

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