



# Community Development Commission of Mendocino County

1076 N. State St., Ukiah, CA 95482

707/463-5462  
Fax: 707/463-4188  
TDD: (707)463-5697

## REPORT OF CHANGE IN HOUSEHOLD COMPOSITION

Head of Household: \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

### **STEP ONE: Report all changes to household composition**

(Check the boxes that apply)

- Removing a member from the household.
  - Household member/s being removed \_\_\_\_\_
  - Move Out Date \_\_\_\_\_
- Adding a Member to the Household.
  - If you are requesting to add an adult (over 18) household member, please request an application from the front desk. The person/s requesting to be added will be required to complete the application with their information only, and submit the completed application to CDC.

### **STEP TWO: List the person/s you are requesting to add or remove from your household**

Legal Name: _____  Date of Birth: _____  Does this member have income that needs to be removed or added? <input type="checkbox"/> YES <input type="checkbox"/> NO  If yes, list all income sources: _____	Legal Name: _____  Date of Birth: _____  Does this member have income that needs to be removed or added? <input type="checkbox"/> YES <input type="checkbox"/> NO  If yes, list all income sources: _____
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### **STEP THREE - CERTIFICATION**

I DECLARE, UNDER PENALTY OF PERJURY, THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE. Warning: Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statements or misrepresentation to any Department or Agency of the U.S. as to any matter within its jurisdiction.

\_\_\_\_\_  
**Signature of Head of Household/Spouse or Co-Head**

\_\_\_\_\_  
**Date**