Itemization for Line 9 of the HUD Form 52671-A

(to document the lease charges entered on the claim form)

**** Shaded Areas Are For SDHDA Use – Please Leave These Columns Blank ****

Month	Rent Owed	Rent Paid	On Time?	Allowable Late Fee	Late Fee Charged to Tenant?	Comment

Continue on back of page if needed

☐ Unpaid Rent =
(documented on Security Deposit Disposition, verified by copy of ledger showing all payments made by tenant)

☐ Late Fees Charged to Tenant =
(documented on Security Deposit Disposition or Tenant Statement, verified by copy of lease, paragraph 5)

☐ Key Replacement Fees =
(documented on Security Deposit Disposition or Tenant Statement, verified by copy of lease, paragraph 9)

☐ NSF Fees =
(documented on Security Deposit Disposition or Tenant Statement, verified by copy of lease, paragraph 5)

☐ Damage Billed to Tenant Prior to Move Out =
(documented by dated copies of itemized bills sent to tenant, and receipts to show actual cost)

Total Entered on Line 9 of Unpaid Rent/Damage Claim Form = ☐

Reserved for SDHDA comments:

Month	Rent Owed	Rent Paid	On Time?	Allowable Late Fee	Late Fee Charged to Tenant?	Comment