

Homeowners

Here are the items you need as part of your application:

1. Most Recent Federal Tax Return NOTE: Applicants will be required to request a tax transcript of their most recent tax return from the Internal Revenue Service (IRS). Find out how to request the tax transcript at <https://www.irs.gov/individuals/get-transcript>
2. Benefit Statement(s) for Social Security, Pensions, SNAP Benefits, TANF Benefits, and Other Forms of Non-Employment Income.
3. Most Recent Two Months of Paystubs for Employment Income for everyone in the household
 - -Weekly Pay Frequency: 8 Paystubs
 - -Bi-Weekly or Bi-Monthly Pay Frequency: 4 Pay Stubs
 - -Monthly Pay Frequency: 2 Pay Stubs
4. Current Homeowner's Insurance
5. Birth Certificates for Each Child in the Household
6. Most Recent Three Months of Statements for All Bank/Financial Accounts in the Household
7. Copies of Checks or Other Proof of Receipt of Child Support or Alimony for the Past 12 months (if applicable)
8. Most Recent Mortgage Statement (if applicable)
9. If Self-Employed, Profit and Loss Forms for the Most Recent Three Months. (These documents must be notarized)
10. Signature Forms Signed with Either Blue or Black Ink

Landlord / Renters:

Additional documentation will be required from the Landlord for the application.

1. Most Recent Federal Tax Return NOTE: Applicants will be required to request a tax transcript of their most recent tax return from the Internal Revenue Service (IRS). Find out how to request the tax transcript at <https://www.irs.gov/individuals/get-transcript>
2. Benefit Statement(s) for Social Security, Pensions, SNAP Benefits, TANF Benefits, and Other Forms of Non-Employment Income.
3. Most Recent Two Months of Paystubs for Employment Income for everyone in the household
 - -Weekly Pay Frequency: 8 Paystubs
 - -Bi-Weekly or Bi-Monthly Pay Frequency: 4 Pay Stubs
 - -Monthly Pay Frequency: 2 Pay Stubs
4. Current Renters Insurance Declaration
5. Birth Certificates for Each Child in the Household
6. Most Recent Three Months of Statements for All Bank/Financial Accounts in the Household
7. Copies of Checks or Other Proof of Receipt of Child Support or Alimony for the Past 12 months (if applicable)
7. Current Lease
8. If Self-Employed, Profit and Loss Forms for the Most Recent Three Months. (These documents must be notarized)
8. Signature Forms Signed with Either Blue or Black Ink