

NET HOUSING PARTNERS

APPLICANT ELIGIBILITY REQUIREMENTS

To qualify for an apartment, you must meet the following criteria:

1. Submit a completed written application which (a) discloses names, ages, social security numbers and relationship of all household members; (b) discloses amount and sources of all household incomes and assets; (c) provides names, addresses, and phone numbers of current and previous landlords; and (d) authorizes the obtaining of a credit and criminal history background investigation.
2. The household's income/assets must not exceed the limitations imposed by the U.S. Department of Housing & Urban Development (HUD).
3. The household must be seeking an apartment that meets the property's occupancy policy of (a) one bedroom – 1 to 2 persons, (b) two bedroom – 2 to 4 persons, (c) three bedroom – 3 to 6 persons and (d) four bedroom – 4 to 8 persons.
4. Applicant and co-applicant must be 18 years of age or otherwise be legally capable to enter into a contract.
5. All household members must provide proof of identity in the form of Certified Birth Certificate and Social Security Card itself.
6. All Household members 18 years and older must provide a current Driver's License or Non-Driver ID Card.
7. Full-time students 18 years and older (other than head of household or spouse) must supply name, mailing address, and phone number of educational institutions to determine eligibility.
8. Satisfactory verifications of past landlord references. Applicants will be denied occupancy for history of (a) failure to timely make rental payments, (b) activities that threatened the health, safety, or right of peaceful enjoyment of prior apartment neighbors or management, or (c) history of lease violations.
9. Satisfactory verification of credit history, including history of meeting rental and other financial obligations. Unpaid utility bills that prohibit the initiation of utility service to the apartment and/or unpaid rent owed for prior apartment rentals are grounds for denial of the application.

10. Satisfactory third-party verification of income and assets and applicant signing of all documentation deemed necessary under HUD regulations to certify household composition, income, assets and student status.
11. Failure to accurately, fully and completely provide information in the application will result in a denial of application. Committing fraud on the application will result in the applicant and family being eligible for 5 years.
12. The applicant and all household members must have no arrests or convictions or any charges relating to drugs, murder, burglary, fraud, robbery, terrorist threats, theft violence and/or sexual related crimes.

You will be notified in writing (at the address specified by you) of your eligibility for occupancy. If you are determined eligible for occupancy and an apartment is not immediately available, you will be placed on a waiting list. When an apartment is available, you will be required, **within five (5) working days**, to: (1) Make all required security deposits with utility companies to have the utilities connected in Head of Household's name (prior to signing the lease); (2) Sign a written lease; (3) Pay a security deposit in advance, (4) Pay the first month's rent and yard fee in advance; and (5) Complete a "Move-In" Inspection of the apartment with PHA Staff.