



APPLICATION

Thank you for picking up a rental application and taking the first step toward obtaining rental assistance. Please complete the following application forms and return them to our office as soon as possible. **(NOTE: Please take criminal background check to the Harrison Police Station and they will return it to us.)**

ONLY COMPLETED APPLICATIONS WITH NEEDED VERIFICATIONS AND DOCUMENTS WILL BE ACCEPTED. NO EXCEPTIONS.

After completing the enclosed rental assistance paperwork your name will be placed on a waiting list. Please bring documents and verifications with you when you turn in your application. When your name comes up on the waiting list, we will mail you a letter with your briefing time so that we may finish processing your application. This form is yours to keep!

2016 HUD FAMILY INCOME LIMITS TO BE ELIGIBLE FOR ASSISTANCE

1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
\$17,100	\$19,550	\$22,000	\$24,400	\$26,400	\$28,350	\$30,300	\$32,250

- ID for everyone in the household. There must be two forms of Identification.
- Acceptable forms are any of the following:
 - For Adult's -Driver's License or other State ID and a Social Security Card.
 - Children- Social Security Card and proof of their date of birth.
 - ✓ Birth Certificate or AR Kids card
 - ✓ School records
 - ✓ Hospital birth record or Shot records are also acceptable forms of ID
- Criminal History Report for each adult in the household.
 - This does need to be completed by the Harrison Police Department or from the jurisdiction where you lived the previous year. This form must be sent to us by that agency. All criminal history forms completed and returned by the applicant **will not** be accepted.
- Employment/Income Verification.
 - Employed- 3 most recent pay stubs or a printout of pay history from your employer
 - SSI/Disability- recent statement (not more than 60 days old) or a 3 month bank/card statement showing all deposits and accounts.
 - Unemployment benefits- payment history certified by local ESD office.
 - Welfare- payment history certified by local DHS office.
 - All others- bank accounts, real estate owned, trust funds, or any other assets you may have with proper supporting documents.
- Divorce Decree/Child Custody.
 - Copies of all divorces and child custody paperwork.

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