

Kanawha Valley Apartments APPLICATION

Date_____

Please check below which apartment location and unit preference you are for applying:

_____Rustic Apartments 5910 MacCorkle Avenue St. Albans WV: _____Efficiency Units (1 person)

_____Delaware Ave, Charleston WV _____Efficiency (1 person)_____1 Bedroom (2 persons) _____2 Bedroom (3 persons)

PERSONAL INFORMATION

Name:	Social Security Number:	Date of Birth:
Current Mailing Address:	Phone:	
		Email Address:
Are you working with an agency? If so, who _____		
Agency Contact Information - _____		

HOUSING BACKGROUND

Where are you currently staying? (street, car, shelter, doubled-up, transitional housing, other please explain)		
How long have you been without stable housing?		
Do you have a housing voucher?	YES _____ NO _____	Expiration Date:
Do you have a previous Landlord? If so, include the information below.		
Previous Landlord Address:		
Dates of Residency (From – To):	Reason for Leaving:	

INCOME BACKGROUND

(Including Social Security and Supplemental Security Income. If only Disability income, list, and indicate the amount.)

Do you have any income?	Annual Amount:	
Are you currently working? If so, where:	Phone:	
How Long:	Position:	Salary:

REFERENCE (No Family Members)

Name: _____	Phone: _____
Address: _____	

EMERGENCY Information

Name: _____	Phone: _____	Relation to You: _____
Address: _____		
Name: _____	Phone: _____	Relation to You: _____
Address: _____		

Do you have any physical limitations that will affect your ability to live in a 2-story building without elevators? If so, describe: _____

NOTE TO APPLICANT: This application is subject to approval. It does not constitute an agreement or lease.

Management reserves the right to request a police report. False information or failure to disclose information could result in a denial. Each applicant must sign a release of information, so management can obtain rental references.

ALL INFORMATION ON THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE:

_____ Date	_____ Signature of Applicant
---------------	---------------------------------

RETURN APPLICATION, IDENTIFICATION AND PROOF OF INCOME TO:

Mail: RCCR PO Box 3911 Charleston WV 25339

Drop Off: RCCR 1117 Quarrier Street (alley entrance) Charleston WV 25301

Email: NJones@rccr.org

Applicants will be placed on the waiting list once their application is received. We will work with you and/or agency to collect any missing documentation or information, and submitting all requested documents ensures faster processing.

THINGS TO GO WITH YOUR APPPLICATION

**PLEASE PROVIDE 30 DAY'S PROOF OF INCOME,
BIRTH CERIFICATE OR SOCIAL SECURITY CARD
PHOTO IDENTIFICATION
COPY OF VOUCHER**

RELIGIOUS COALITION FOR COMMUNITY RENEWAL

Kanawha Valley Apartments

APPLICANT RELEASE AND CONSENT FORM

I do hereby authorize Kanawha Valley Apartments, a program of the Religious Coalition for Community Renewal, to contact any agency, office, financial institution, group or individual regarding my income, tenancy, credit and criminal background which may be necessary to complete my application for tenancy at the _____ location.

Date _____

Applicant Signature

Applicant Printed Name

Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulently statements to any department of the United States Government. HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or any improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purpose cited above. Any person, who knowingly or willingly requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000.00. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the Social Security Act at 42 U. S.C. 208 (f) (g) and (h). Violation of these provisions are cited as violations of 42 U. S. C. 408 (f) (g) and (h).



EQUAL HOUSING OPPORTUNITY

In accordance with the West Virginia Fair Housing Act and other applicable laws and regulations, Religious Coalition for Community Renewal does not discriminate against any person in the rental application process, in the terms, conditions, or privileges of rental of a dwelling, or in the provision of services or facilities in connection therewith, because of race, color, religion, ancestry, sex, familial status, blindness. Handicap, or national origin.