



ORMOND BEACH HOUSING AUTHORITY PRE-APPLICATION
 PLEASE PRINT (WE ARE NOT RESPONSIBLE IF WE CANNOT READ YOUR HANDWRITING)

Name _____ Maiden Name _____
 SSN # _____ Phone _____ Wk _____ Cell/Other _____
 Current Address _____ City _____ State _____ Zip _____
 Mailing Address _____ City _____ State _____ Zip _____

LIST ALL HOUSEHOLD MEMBERS INCLUDING YOURSELF WHO WILL BE LIVING WITH YOU STARTING WITH YOURSELF AS HEAD (print)

Last Name, First, MI	Relationship: Spouse, Son, Daughter, etc.	Date of Birth	Sex	Age	Race	Social Security #
	HEAD					

List below all **GROSS** income you and /or any family members 18 or older are currently receiving:

Employers Name: _____ Phone # _____

Employers Name: _____ Phone # _____

Head of House Wages per week: \$ _____ Avg. # hrs. worked per week _____

Other Adult Wages per week: \$ _____ Avg. # hrs. worked per week _____

IF ANY OF THE BELOW APPLY, PLEASE INDICATE AMOUNT RECEIVED:

TANF \$ _____ Food Stamps \$ _____ Child Support \$ _____ (per month)

Pension \$ _____ (per month) S.S.I. \$ _____ Social Security \$ _____ (per month)

Family financial help/support Income \$ _____ (per month) Unemployment \$ _____ (per week)

ANTICIPATED INCOME: Are you or any household member anticipating beginning receiving any income within the next 12 months which is not listed above? _____ If yes, explain: _____

Does anyone in the household have any of the following? YES _____ NO _____ If yes, please list the appropriate amount: Checking Accounts \$ _____ Savings Accounts \$ _____ Stocks/Bonds \$ _____
 Certificates of Deposits \$ _____ Other \$ _____



PUBLIC HOUSING APPLICATION INSTRUCTIONS

PLEASE READ CAREFULLY

ANY APPLICATIONS THAT ARE NOT PROPERLY COMPLETED WILL BE DENIED

APPLICATIONS WILL ONLY BE ACCEPTED ON THE 2ND TUESDAY OF THE MONTH

APPLICATIONS SUBMITTED OUTSIDE OF THIS TIMELINE WILL NOT BE ACCEPTED

- 1. Applications will be accepted for the TWO, THREE AND FOUR BEDROOM UNITS ONLY. In order to qualify for a unit larger than a one bedroom, you must have at least 2 family members in the home, each over the age of 5. Married couples with no children only qualify for a one bedroom and may not apply at this time.**
- 2. Adult children who have their own children will be considered a separate family and will need to complete their own application.**
- 3. Any applicant who has a live-in aide must list the aide on the application and that individual will be subject to a background check.**
- 4. Please print clearly – *we are not responsible for entering incorrect information if we cannot read your handwriting.***
- 5. Fill out both pages completely. Do not leave any questions blank.**

- 6. Sign and date second page. *All applicants (spouse and/or adult children) over the age of 18 must sign and date the form.***
- 7. Please do not call to see if your application has been accepted. You will receive a letter in the mail, once the application has been entered into our system. This may take up to 90 days.**
- 8. Please be advised that placing an application does not mean you will be housed immediately. You will be put on a wait list, if your application is accepted, and the wait time could be upwards of 2 - 5 years.**
- 9. Any household member, over the age of 18, who is not a full time student or working at least 30 hours per week, must complete 20 hours of community service, per month.**