



JACKSON/TETON COUNTY HOUSING DEPARTMENT

APPLICATION FOR RENT DEFERRAL

This application along with required documentation must be completed and submitted no later than 4:00 pm on May 29, 2020.

Applicant Name _____

Co-Applicant Name _____

Mailing Address _____

Grove Unit # _____ **Email Address** _____

I am requesting deferred rent for the month of June

I would like to repay the deferred rent over 3 months 6 months 9 months 12 months

1. Have any income earners in your household been required to reduce work hours or otherwise suffered a loss of expected income due to COVID-19?

Yes No Please explain (attach additional sheet if needed) _____

2. What is your current gross monthly household income? \$ _____

Have you requested help from One 22? Yes No Please explain. Include any assistance you have received or not received (add additional sheet if needed) _____

3. Have you applied for Unemployment? Yes No If no, why not? _____

If yes: How much are you eligible to receive? _____

When will you begin receiving funds? _____

4. Have you looked for other employment? Yes No Please explain _____

4. Have you filed your 2019 taxes? Yes No If yes, will you or have you received a refund?

Yes No If yes, provide amount \$_____ If you have not filed, why not? _____

5. If you own a small business, are you planning to apply for a small business loan under the CARES Act?

Yes No If yes, please explain_____

6. Have you contacted your creditors (car loans, credit cards, etc.) to inquire about deferring payments during the COVID-19 Crisis? Yes No Please Explain _____

EMPLOYER CONTACT INFORMATION (Include current, furloughed and laid off employment):

Employee Name	Business Name	Supervisor Name	Supervisor Phone	Supervisor Email

ACCOUNTS (include bank accounts, investments, and retirement):

Financial Institution	Account Number	Current Balance

LIABILITIES

Lender or Creditor	Monthly Minimum Payment	Total Balance Due

Certification and Oath:

I/we, the undersigned applicants, understand that all information provided herein is private and confidential for the Housing Department or Housing Authority use only. I/we hereby affirm and state under oath that the foregoing information I/we provided for consideration and qualification in Jackson/Teton County Affordable Housing Department’s Rent Relief program is complete, true, and correct, and that I/we, the undersigned applicant(s) hereby acknowledge that under Wyoming and/or federal laws and/or the Jackson/Teton County Housing Department Rules and Regulations I/we may be subject to civil and/or criminal penalties, including loss of housing, fines and imprisonment, for false application or any false statements made herein.

Signature of Applicant

_____ Date _____

Signature of Co-Applicant

_____ Date _____

State of Wyoming)
) ss.
County of Teton)

Sworn to before me, the undersigned Notary Public, by _____ this _____
day of _____, 2020

WITNESS my hand and official seal: SEAL

Notary Public

Authorization to Release Information

The undersigned applicant(s) hereby authorizes the Jackson/Teton County Affordable Housing Department and/or its authorized agents, full and complete access to any and all financial, legal and employment records, both personal and business related, held by any financial institution, accountant, governmental agency, and/or employer in connection with the consideration or administration of the Housing Department program or loan for which I/we have applied. I/we authorize the financial records involving transactions and/or employment records to be available to the Housing Department during the period of qualification and for three (3) calendar years thereafter without further notice or authorization. The Housing Department shall not disclose or release this information obtained to another government agency, entity, or individual without consent, except as required or permitted by law.

In addition, the undersigned applicants acknowledge that all records submitted as part of this application, or as supplement required for verification, will be retained by the Housing Department in compliance with its policies and procedures and for audit purposes. Should an applicant wish to withdraw his or her application and supporting documents for consideration at any time, a copy will be retained by the Housing Department for its files.

Applicant Signature

Date

Co-Applicant Signature

Date

REQUIRED DOCUMENTATION CHECKLIST

Please provide the following documents by May 29, 2020:

- 2019 Tax Returns and W-2s (if not yet filed submit 2018 returns and W-2s and 2019 W-2s)
- Most recent check stubs from all employment
- Notice from employer of reduced hours, furlough or lay-off
- Most recent account statements for all accounts (Online print outs are acceptable)
- Current full Credit Report from AnnualCreditReport.com or CreditKarma.com

Self Employed or businesses submit the above along with the following:

- Current Year to Date AND Month to Date Profit and Loss for self-employed or business
- Current Balance Sheet for self-employed or business
- Two Years most recent tax returns (full document with all attachments)

ATTENTION!!

The Housing Department has notaries available that can notarize your documents digitally online during the COVID-19 crisis. Please contact the Housing Department for instructions. If you do not have the capability of using the online service, you may call the Housing Department and make an appointment.

Housing Department Phone: 732-0867