



RENTAL APPLICATION CHECKLIST

If selected in a rental drawing, the following documents are required.

- ☐ **Two years of complete tax returns and matching W-2s.** Must provide prior two years.
- ☐ **Local Business and Self Employed Application and supporting documents** form can be found at [this link](#)
- ☐ **Full Credit Report with Credit Score** A complete credit report and credit score (must include all accounts along with credit score) for all adults dated within the past year from a local lender, or CreditKarma.com or AnnualCreditReport.com.
- ☐ **Account Statements** Account Statements - copies of three (3) months of your most recent statements from all checking, savings, CDs, investment accounts, etc. These can be printed from the web.
- ☐ **Birth Certificate** Must submit a copy of a birth certificate for any child under the age of 1 and any minor child who is not showing as a dependent on your tax returns.
- ☐ **Divorce Decree and Stipulation Agreement**

The Housing Department may request other documentation on a case-by-case basis.