



**TOOELE COUNTY HOUSING AUTHORITY**

66 West Vine, Tooele, Utah 84074  
(435) 882-7875 • Fax (435) 882-7894

**Waiting List Form**

**Units Applying For:**

Clark Cove Cottages \_\_\_\_\_ Heritage Path Apartments \_\_\_\_\_ Valley Meadows \_\_\_\_\_

Head of Household: \_\_\_\_\_ SSN \_\_\_\_\_ DOB \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Spouse or Co-Head \_\_\_\_\_ SSN \_\_\_\_\_ DOB \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Home Ph#: \_\_\_\_\_ Work Ph #: \_\_\_\_\_

Cell Ph #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Additional Household Members**

(List information for adults first, then children under 18. List relationship of each person to Head of Household)

<u>Name</u>	<u>Social Security #</u>	<u>Date of Birth</u>	<u>Sex</u>	<u>Relationship</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Name and Phone # for Friend or Family member who will know how to contact you:

\_\_\_\_\_

What is your total **gross annual** household income before taxes? (Please include any child support, alimony,, SSI or SSDI) for all adult household members). \$: \_\_\_\_\_ Source \_\_\_\_\_

Are the combined total assets for the household over \$5,000 dollars? Yes No

Desired Move-in Date: \_\_\_\_\_ Do you have to give your landlord 30 days notice? Yes No

**Please note that you will remain on the list even after this date passes.**

Does your household qualify under any of the following Special Needs Categories? Yes No (X all that apply):

Documented Domestic Violence \_\_\_\_\_ ADA \_\_\_\_\_ Documented Homelessness \_\_\_\_\_ Current Valley Behavioral Health Client \_\_\_\_\_

Valley Behavioral Health Caseworker (If Applicable) \_\_\_\_\_

Head of Household's Signature \_\_\_\_\_ Date \_\_\_\_\_ Spouse or Co-Head Signature \_\_\_\_\_ Date \_\_\_\_\_

The Units in this Community are part of the Section 42 Low Income Housing Tax Credit Program. The information gathered to qualify a resident household can be no more than 120 days old at the time of move-in. Therefore, upon receipt of this form, your household will be placed on the waiting list in chronological order for the income percentage that your household qualifies for based on the information proved herein. **Please notify us immediately if there is a change to any of the information provided above.** Placement on the waiting list does not imply that you qualify for the program, only that you have been placed on the list. As your household gets close to the top of the list, we will contact you to come in, fill out an application, and pay the application fees. At that point your application will be processed. You will have 48 hours from the time you pick up the application to return it. Prior to move in a credit/criminal screening will be run for all adult household members. Your household will qualify only if all adult household members qualify based on the information obtained during the application and screening process. Once the process is complete you will then be notified that a unit is available, bring in the deposit/pro-rated rent and have the utilities transferred into your name.

