

# **Housing Authority of Henderson**

**To apply for Neighborhood Stabilization- Affordable Rentals, the following information is required at time of applying:**

**(PLEASE DO NOT MAIL APPLICATION)**

- 1. All household members 18 years of age or older must be present to sign documents.**
  - 2. Original Social Security cards for all household members.**
  - 3. Original Birth certificates for all household members.**
  - 4. Driver's License or State issued identification for household members 18 or over.**
  - 5. Most recent written verification of all sources of household income. Income includes but is not limited to the following:**
    - Most recent Monthly print out on Social Security benefits**
    - K-Tap benefits**
    - Food Stamps**
    - Kinship Care**
    - Child Support**
    - Alimony**
    - Unemployment benefits**
    - Documented verification of wages or the most recent 6 pay stubs or a Written Statement from Employer**
    - Any cash and/or indirect cash contributions from family or friends outside your household**
    - Income from assets, interest from CD, money markets, or any other type of interest or dividends**
    - Oil/gas royalties**
    - Rental property**
    - Money markets, mutual funds**
    - IRA's pay outs**
    - Pensions**
- Any other type of payment that is received into the household**

**6. Documentation/verification of assets includes:**

**Provide the most recent 6 months print out on bank statements for from bank  
(Checking/savings accounts includes Christmas accounts**

**Certificate of Deposits)**

**Life Insurance policies with cash surrender value**

**Homes/land owned (Property Evaluation/Assessment Office)**

**Investments, trust funds that you have access to; other investment accounts in  
which you can access**

**Other assets not listed**

**7. Document to support child support being paid out to a child not living in your  
household and not**

**paid toward arrearage. The document must show the amount being paid, the  
frequency and the**

**name and address of the parent and child receiving the payment**

**8. Bring in Child Care verification showing how much you are paying. (If you pay  
child care.)**

**9. If pregnant, documents showing proof of pregnancy with approximate due  
date and a doctors signature signed from physicians office.**

**10. Where the individual has lived outside the local area, the Housing Authority  
of Henderson may require the applicant and the other household members to  
contact law enforcement agencies where the individual had lived or request a  
check through the FBI's National Crime Information Center. (NCIC)**

**ALL DOCUMENTATION IS REQUIRED AT THE TIME OF APPLICATION. WE WILL  
NOT TAKE UNLESS ALL ADULT MEMBERS ARE PRESENT.**

**APPLICATIONS ARE TAKEN ON : MONDAY THROUGH  
FRIDAY FROM 8:00 AM TO 10:45 AM AND 12:15 PM  
TO 3:45 PM.**

**APPLICATIONS AFTER 4:00 PM IS SCHEDULED BY APPOINTMENT  
ONLY**

**INCOME LIMITS 1 PERSON \$21,500  
2 PERSONS \$24,600**

**3 PERSONS \$27,650  
4 PERSONS \$30,700**

