

## **Russellville Housing Authority**

**115 S Denver Avenue, P.O. Box 825, Russellville, AR 72811**

**Phone: 479-968-5440**

**Fax: 479-967-5493**

Due to the COVID19 emergency, we will only be taking applications through the mail, email, or our drop box.

Please fill out the application COMPLETELY; making sure ALL ADULTS sign were needed.

Documents needed...

- BIRTH CERTIFICATE for each family member
- SOCIAL SECURITY CARD for each family member
- PHOTO I.D. for all adult family members
- FEDERAL TAX RETURN for most recent year
- PROOF OF INCOME
  - Social Security/SSI recipients: Awards letter less than 60 days old.
  - Employment: three most recent pay statements
  - Unemployment (if applicable)
  - Supplement income from family or others – written statement
- VERIFICATION OF CHILD SUPPORT (if applicable and not through OCSE)
- MOST CURRENT BANK STATEMENT (if applicable)
- PET – shot records and proof of spayed/neutered (if applicable)
- LANDLORDS: contact information for landlords for last five years (list them on bottom of page 3 of the application)
- MEDICAL EXPENSE: out of your pocket and if it exceeds 3% of income - for elderly/disabled families. Must show proof of payment (not the bill).
- ADULTS who are HIGHER EDUCATION STUDENTS: enrollment verification, financial aid printout, class schedule

The completed application can be...

1. Mailed to: PO Box address above
2. Emailed to: [kimberlee.mealy@outlook.com](mailto:kimberlee.mealy@outlook.com) or [russha@suddenlinkmail.com](mailto:russha@suddenlinkmail.com)
3. Faxed to: 479-968-5493
4. Drop Box: Green box on post at our front entrance.