

DENVER MULTIFAMILY HUB

Renter's Guide: Rental Assistance

This guide will assist you in applying for and renting a rental-assisted apartment. Deposits and Total Tenant Payments (TTP) will vary based on the resident/family annual income. HUD has several different types of rental assistance programs so some of the information below may vary.



Step 1—Application

You will be required to complete an application form, either a hard copy or electronically. There are no application, administrative, or processing fees. All adult applicants must sign an Authorization Release Information Form.

Required Information: The following information must be provided for each resident or family member who will reside in the apartment:

- Full Name
- Date of Birth
- Social Security Number for Residents six (6) years or older
- Driver License (Or other govt.-issued photo ID)
- Current Address
- Previous Address (Including landlord's name number)
- Current Employer
- Previous Employer
- Pets
- Automobiles
- Banking Information
- Emergency Contact

Specific Questions Asked: Including, but not limited to bankruptcy; felony, misdemeanor, or sex crime convictions; and terrorism-related offenses.

Step 2—Waiting List

A waiting list for completed applications is maintained by requested apartment size on a first-come-first-served basis. In turn, the manager will process the application; verify income; and check criminal records, credit, and landlord references. Upon satisfactory completion, you will be notified. Just prior to move-in, you will meet with the manager to discuss occupancy requirements, TTP, rental rate (30% gross-adjusted income), and complete additional forms.

Step 3—Move-In

At move-in you will be required to execute a lease, usually a one year term, and pay your security deposit and pet deposit, if applicable. A unit inspection will be conducted, the work order process discussed, keys issued, and parking space assigned, if applicable.

Note: Pets are normally only allowed at elderly complexes. Students are not allowed to live in assisted housing unless they meet certain requirements.