

**The Humboldt
Housing Authority
is
committed to
providing
decent, safe,
sanitary, and
affordable
housing
in the
City of Humboldt.**



**Our five
community
developments include:
Canterfield Homes
Fort Hill Circle
Haven Heights
Rosedale Courts
Westside Courts**



HUMBOLDT HOUSING AUTHORITY

Application Process



**3532 Seymour Loop
Humboldt, TN 38343**

Phone: 731-784-9772

Fax: 731-784-0822

Application Process

The application process begins when you come in and HHA takes your application. You will need the following information :

For all children under 18 years old, you must have an original:

- **social security card**
- **birth certificate**

For adults over 18 years old, you must have an original:

- **social security card**
- **driver's license or photo id.**

Other information needed by individuals 18 and older:

1. Proof of **ALL** your income
2. Check stub(s) from your employer
3. Letter from Unemployment
4. Receipt, check stub, print out from State of TN or court order for child support
5. Letter from Social Security showing Social Security or SSI amount or copy of Social Security or SSI check
6. AFDC—award letter and PRP

7. Landlord References:

Name, address and phone number of at least (3) people you have lived or rented.

After the application is completed, we will begin processing. We have to verify all of your income, send off a background check on all family members, and send off for the landlord references.

The application process takes on the average approximately 4-6 weeks.

Once we receive this information, we will review it to determine if you are eligible for public housing.

***Applications are taken on
Tuesdays and Thursdays
ONLY,
from
8:30 am until 3:30 pm .***

***We are CLOSED from
12:00 Noon until 1:00 pm***

- If you are eligible, you will receive a letter and at that time you are placed on our waiting list. We will notify you when we have an apartment available.
- If you are ineligible, you will receive a letter explaining the reason for your ineligibility.

DISCLAIMER: THIS IS NOT A CONCLUSIVE LIST OF ALL REQUIRED DOCUMENTS. PLEASE NOTE ADDITIONAL DOCUMENTS MAY BE REQUIRED BASED ON AN INDIVIDUAL APPLICATION.

When we notify you of an apartment, you will be required to pay the following:

- \$50.00 Security Deposit
- Pet Deposit \$200.00 non refundable (if applicable)
- Pro-rated rent amount based upon rent computed on your application. *This is based on 30% of your total household income or Flat Rent. **You are paying from the day you sign your lease through the end of the month.**
- Utility Deposit (if applicable), please call (731) 784-9212 for the amount.

