RENTAL REHABILITATION PROGRAM

Required Documentation

The following documents are required along with your complete application.

**WE WILL MAKE COPIES OF YOUR ORIGINAL DOCUMENTS.**

<table>
<thead>
<tr>
<th>Required from Building Owner(s):</th>
<th>Required from Tenant(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deed to the property</td>
<td>Signed copy of most recent Federal Income Tax return</td>
</tr>
<tr>
<td>Current property tax bills showing paid or w/receipts</td>
<td>Payroll stubs for the last 8 weeks</td>
</tr>
<tr>
<td>Proof of building owner's insurance (cover page from policy showing coverage is currently in effect) and proof that premium has been paid for policy</td>
<td>Proof of any other income (including but not limited to social security, SSI, pensions, unemployment benefits, veteran's benefits, education benefits, etc.)</td>
</tr>
<tr>
<td>Current Tenant lease (rents cannot exceed fair market rent for the applicable bedroom size (as per the 2020 FMR schedule)</td>
<td>Current bank statements for all checking and savings accounts</td>
</tr>
</tbody>
</table>

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This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law.

Complaints of discrimination may be filed by contacting:

U.S. Department of Housing and Urban Development (HUD)
Mail: 26 Federal Plaza, Room 3332, New York, New York 10278-0068
Call: 800 669 9777 (TTY: 800 927 9275)

OR

USDA, Director, Office of Civil Rights
Mail: 1400 Independence Ave S.W., Washington DC 20250 9410
Call: (800) 795 3272 (TDD: 202 720 6382)

Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

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If your application was rejected and you do not agree with the decision, you may send a written complaint to:
Snow Belt Housing Company, Inc. 7500 S State Street, Lowville, NY 13367
Attn: Executive Director