

Instructions to Complete the PdCHA Housing Program Application

In the upper right hand corner is an applicant information box, please **fully** complete the following (**do not leave any blanks**):

Perspective Participant – Fill in your full name

Mailing Address – Provide the address where you want to get your mail/notices including city, state and zip code.

Work Phone – If you prefer, please insert the work phone number where you can be reached.

Home Phone – Provide your home/cell phone number where we may contact you.

When submitting your application, please complete and include the following documents:

1. **INCOME VERIFICATION** – One (1) months check stubs; 2012 W-2 statement; latest 1040 Income Tax Returns; 2013 Social Security Benefits letter – for ALL household members over the age of 18.
2. **SOCIAL SECURITY CARDS** – For ALL household members on the family composition list. (copy)
3. **CERTIFICATE OF INDIAN BLOOD** – For ALL household members (copy)
4. **AUTHORIZATION FOR THE RELEASE OF INFORMATION/PRIVACY ACT NOTICE** – Signed by ALL household members over the age of 18.
5. **CLASS SCHEDULE** – for ALL household members over 18 attending college/university. (i.e. Class schedule or letter of acceptance.)
6. **PROOF OF DISABILITY** – A signed statement by your Primary Care Physician.
7. **CHILD CARE EXPENSES** – Proof of payments for child care.
8. **MARRIAGE CERTIFICATE** – A copy of your marriage certificate/license if you are married.
9. **COHABITATION FORM** – Must be signed by Applicant and the Governor of Cochiti. Please read and understand.

Your application is considered incomplete if any of the above required documents are not provided. You will not be determined eligible and placed on the waiting list until all documents are received and verified.

Please Note: It is the responsibility of the applicant to inform the PdCHA of any changes in your information. All letters and notices will be sent to the last known address listed on the application.