

# PRE-APPLICATION



**City of Phoenix**

HOUSING DEPARTMENT  
APPLICATIONS AND INFORMATION

830 E. Jefferson Street  
Phoenix, Arizona 85034-2298



City of Phoenix

HOUSING DEPARTMENT
APPLICATIONS AND INFORMATION

830 E. Jefferson Street • Phoenix, AZ 85034
602-534-2142 • TTY 602-534-5500
FAX 602-534-4243

PRE-APPLICATION

This form is used for placement on the waiting lists for housing programs you have chosen. Head of household applicant must be 18 years of age or older at the time eligibility is determined.

NOTE: USE LEGAL NAMES ONLY

PLEASE PRINT CLEARLY

USE INK PEN

Your Social Security Number or ID Number: \_\_\_\_\_
(Required)

HEAD OF HOUSEHOLD: \_\_\_\_\_
(Last Name) (First Name) (Middle Initial)

Address: \_\_\_\_\_
(Street Address) (Apt. No.) (City, State) (Zip Code)

Mailing Address: \_\_\_\_\_
(IF DIFFERENT FROM ABOVE) (P.O. Box Number Street Address) (Apt. No.) (City, State) (Zip Code)

Day Phone No./Message Phone No.: \_\_\_\_\_

LOCAL PREFERENCES (Applies only to the Head of Household or Spouse)

Applicants with one or more of the following will be considered for housing before other applicants. Please check the local preference(s) that applies to you.

- Working Receive Disability Income Elderly (62 Years of Age or Older) Live in Phoenix
Displaced by City of Phoenix or Maricopa County Attorney Action None at this time

Date of Birth: \_\_\_\_\_ Sex: Male Female
(Month/Day/Year)

Total Yearly Household Income: \_\_\_\_\_
(Dollar Amount)

Marital Status – Check One: Single (1) Married (2) Legally Separated (3) Divorced (4) Widowed (5)

EQUAL HOUSING OPPORTUNITY INFORMATION

Applicants are considered for housing without regard to race, color, religion, sex, national origin, disability, sexual orientation or family status. To help us comply with Federal/State recordkeeping, reporting and other legal requirements, please check the appropriate box.

RACE: (Check all that apply) 1. White 2. Black/African American 3. American Indian/Alaska Native
4. Asian 5. Native Hawaiian/Other Pacific Islander

ETHNICITY: (Check one) 1. Hispanic or Latino 2. Non-Hispanic or Latino

Is Head of Household, spouse or co-applicant 62 years of age or older? Yes No

Persons with disabilities? Yes No

Will Head of Household or any family member require reasonable accommodations? Yes No

ADDITIONAL HOUSEHOLD MEMBER INFORMATION (Check all that apply, Do not include yourself)

Spouse/Significant Other Other Adults: Number of Male(s) Number of Female(s)
Children: Number of Male(s) Number of Female(s)



QUAL HOUSING OPPORTUNITY / REASONABLE ACCOMMODATIONS PROVIDER

For alternative formats call TTY 602-534-5500.

**PLEASE CHECK THE HOUSING PROGRAMS YOU ARE APPLYING FOR:**

*You may apply for more than one program*

**Conventional Public Housing**

**Scattered Sites Home Ownership**

**CLOSED**

**Section 8 Housing Choice Voucher**

**Senior/Disabled Housing.**

**Please Select your Choice**

**You may select more than one site.**

Fillmore Gardens\*  
802 N. 22nd Place, 85006  
(Shortest waiting period.)

Sunnyslope Manor\*  
205 E. Ruth, 85020

Community Wide (See note below)  
Washington Manor  
1123 E. Monroe Street, 85034

McCarty Apartments  
1130 E. Monroe Street, 85034

Maryvale Terrace\*  
4545 N. Maryvale Parkway, 85031

Pine Tower Apartments\*  
2936 N. 36th Street, 85018

Note: You will be placed on the 1 Bedroom list automatically. Please check this box if you would like to be placed on the wait list for a studio apartment available at McCarty or Pine Tower.

\*Preference is given to elderly families at Fillmore Gardens, Sunnyslope Manor, Maryvale Terrace and Pine Tower. Applicant or spouse must be 62 years of age or older.

**I DO HEREBY CERTIFY THAT ALL INFORMATION I HAVE PROVIDED IS COMPLETE AND ACCURATE.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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***Applications can be submitted in person***

***8 a.m. to 5 p.m. Monday through Friday at 830 E. Jefferson Street, Phoenix,***

***by FAX at 602-534-4243 or on-line***

***www.phoenix.gov/HOUSING***

— DETACH AND RETAIN THIS PORTION FOR YOUR INFORMATION —

## HOUSING PROGRAMS DESCRIPTION AND RULES:

*You may apply for more than one program*

### Conventional Public Housing

This is the Multi-Family Assisted Housing Program. Apartments are provided in the city's five public housing developments. Apartments range in size from one to five bedrooms. Each apartment is furnished with a gas stove, refrigerator, and evaporative cooling. Ground floor apartments have both front and back yards. The location of the five housing communities are listed. No pre-selection of location allowed.

Locations:

- 1003 South 9th Avenue, 85007
- 305 West Pima, 85003
- 6300 South 7th Avenue, 85041
- 1720 East Adams, 85034
- 1940½ East Villa, 85006

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### Section 8 Housing (Not accepting applications until further notice)

The Section 8 Housing Assistance Payments Program is designed to assist eligible lower-income families in renting an existing house or apartment. Under the program, the City of Phoenix Housing Department may make a monthly payment to the landlord on behalf of an eligible family. The payment is the difference between the rent that the family can afford to pay based upon their income and the full rent for the dwelling unit. Families that have been determined eligible and have been certified to receive a Housing Choice Voucher are responsible for finding a place to rent and negotiating a lease with the landlord. Any family issued a Housing Choice Voucher that does not live in the City of Phoenix at the time the family applied for assistance MUST lease a unit in the Phoenix city limits for at least twelve months from the beginning of the initial lease term.

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### Senior and Disabled Housing

Eligible senior or applicants who are disabled are welcome to apply for all Assisted Housing programs. Eligibility requirements are the same for all applicants. For more detailed information, please request a copy of the City of Phoenix Housing Department's brochure.

Preference is given to elderly families at Fillmore Gardens, Sunnyslope Manor, Maryvale Terrace and Pine Tower. Applicant or spouse must be 62 years of age or older.

FILLMORE GARDENS

802 N. 22nd Place, 85006

SUNNYSLOPE MANOR

205 E. Ruth, 85020

***(Locations listed below. No pre-selection of location allowed.)***

MARYVALE TERRACE

4545 N. Maryvale Parkway, 85031

WASHINGTON MANOR

1123 E. Monroe Street, 85034

MCCARTY APARTMENTS

1130 E. Monroe Street, 85034

PINE TOWER APARTMENTS

2936 N. 36th Street, 85018

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### Scattered Sites Housing Home Ownership Program

This housing program offered by the City of Phoenix Housing Department provides home ownership opportunities to qualified **working families of 2 persons or more** who are considered low to moderate income households. Participants in the program select a home that has been purchased by the City. The families rent the home from the City. Throughout the leasing period, Housing Staff will conduct annual/quarterly home inspections and monthly yard inspections. Properties will be sold to those families who demonstrate an ability to maintain a home, complete the home ownership training, and agree that this home will be their primary residence for a least five (5) years. This program is open to all families who **meet the qualifying criteria**. For more information, please request a copy of the Scattered Sites flyer.

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### Criminal Background Screening

This housing department through the "Extender Act" can deny occupancy on the basis of illegal use of a controlled substance or alcohol abuse when such use or abuse leads to behavior that threatens the health, safety or right to peaceful enjoyment of the premises by other residents. The "Extender Act" provides that the housing department may request criminal conviction records of adult applicants from the National Crime Information Center (NCIC), police departments and other law enforcement agencies. The housing department may also request records of juveniles convicted as adults.

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### Non Citizen Rule

***NOTICE: EFFECTIVE JUNE 19, 1995, ONLY UNITED STATES CITIZENS, NATIONALS, OR ELIGIBLE NON CITIZENS WILL RECEIVE HOUSING ASSISTANCE.***

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### Change of Address

***NOTICE: YOU ARE REQUIRED TO NOTIFY THE HOUSING DEPARTMENT (IN WRITING) OF ANY CHANGE OF ADDRESS. IF WE CANNOT CONTACT YOU AT THE ADDRESS LISTED, YOUR NAME WILL BE REMOVED FROM THE WAITING LIST, AND YOU WILL HAVE TO RE-APPLY.***