

# RENTERS HELPLINE PROJECT



Sherlene Stevens, Founder, President and Principal Director

*Helping You Where  
You Are.*

HELP Forward Program  
A Time To Learn Academy

Phone: 678-827-5627

Fax: 844-654-9300

E-mail:  
customerservice@  
atimetolearnacademy.org

Web:  
rentershelpline.weebly.com

## Applying for a Rental Unit

*Do you have or know the following information "before" arriving to a leasing company or applying for a unit?*

- Size of apartment needed and wanted.
- Date of birth of all applicants and occupants.
- Employer name, phone number and address for all applicants and occupants.
- Salary/hourly wage/stipend/consistent monetary gifts of more than \$50.
- Prior employer(s).
- Bank accounts and bank balances.
- Credit references.
- Rental references of present and previous landlords (their name and contact information).
- Personal references, at least two references.
- Birth certificate(s).
- Social Security card (s).
- Driver's License or State ID.
- Present address.
- Former address(es) up to 10 years.
- Vehicle tag number(s), make and model.

*Housing is a Need and Not a Want!*