# TENANT CHECKLIST

If you are a tenant who wants to apply for the Fulton County COVID-19 Emergency Rental Assistance Program, you can prepare by gathering the information and documents you will need to attach as part of your application. The sooner you submit all documents, the sooner your application can be processed.

- ✓ ID:   Valid Photo ID for applicant
- ✓ CONTACT INFO: Your email and phone number
- ✓ PROOF OF YOUR INCOME –tax returns or wage statement
- ✓ LEASE: Lease Agreement or Documentation of Payments made
- ✓ EVICTION NOTICE: Copies of eviction notice or dispossessory notice (if applicable)
- ✓ UTILITIES: Past Due Water, Gas or Electrical Utility notice(s). You will also need to enter the account numbers.
- ✓ UNEMPLOYMENT:  Documentation of unemployment or loss of income since March 2020
- ✓ PREVIOUS ASSISTANCE:  Notices of any prior rental assistance you have received since March 2020
- ✓ Any other documentation that indicates your risk of homelessness