

## DOVER HOUSING AUTHORITY

62 Whittier Street  
Dover, New Hampshire 03820-2994

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### **Please read this carefully before completing the application.**

- If you or anyone in your household is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please call Dover Housing Authority or stop by the office during regular office hours, Monday, Tuesday, Thursday, Friday 8:00 am to 4:00 pm and Wednesday 8:00 am to 6:00 pm.
- Completed applications will be marked with the date and time when received by DHA. DHA will notify you in writing of placement on the waiting list. If ineligible for placement on the waiting list, the notice will state the reason(s) and will offer the family an opportunity for an informal review.
- Answer all questions on the application form. Do not leave any questions blank. If a question does not apply to you such as, "What is your telephone number?" and you do not have a telephone, write "none". All yes or no questions must be checked either yes or no.
- Unless specifically indicated on this application, the questions apply to all members of the household.
- You are responsible for submitting any change of address or family size in writing. When your name reaches the top of the waiting list you will be contacted by mail.
- The information that you provide on this application must be true and complete. It is a violation of federal and state criminal law to make false statements on an application for housing assistance. If you do not understand a question, please ask a DHA employee.
- Be advised that DHA will conduct criminal background checks and sex offender registration checks on all adult household members (including live-in aides).

Please submit the following documents with your completed application:

- Signed and completed "Declaration of Section 214 Status" for all household members
- Social Security Cards of all household members
- Picture ID of all household members 17 and older
- Birth Certificates of all household members
- Signed and Notarized Criminal Background Check for every household member 18 and older

Only Complete Applications will be accepted by Dover Housing Authority (DHA) during regular business hours, Monday, Tuesday, Thursday, Friday 8:00 am to 4:00 pm and Wednesday 8:00 am to 6:00 pm.

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DHA Use Only  
 Date of Application: \_\_\_\_\_  
 Time Received: \_\_\_\_\_

## Dover Housing Authority Application for Housing Assistance

Applicant Name: \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_

**FAMILY HOUSEHOLD COMPOSITION:** List Head of Household first, followed by all members who will reside in the household. Information must be completed for each household member.

- |   |                               |
|---|-------------------------------|
| <b>RACE: #</b>                          | <b>ETHNICITY: #</b>           |
| 1. White                                | 1. Hispanic or Latino         |
| 2. Black/African American               | 2. Not Hispanic or Not Latino |
| 3. American Indian/Native Alaskan       |                               |
| 4. Asian                                |                               |
| 5. Native Hawaiian/Other Pacific Island |                               |

Name	Relationship	Date of Birth	Sex	Race #	Ethnicity #	Disabled?
	Head of Household					Yes / No
						Yes / No
						Yes / No
						Yes / No
						Yes / No
						Yes / No

**CHECK TYPE(S) OF HOUSING ASSISTANCE APPLYING FOR:**

**Whittier Falls Housing for Families and Persons with Disabilities – (Project Based Voucher)**

- 1 bedroom    2 bedroom    3 bedroom    4 bedroom

Do you or a member of your household require a wheelchair accessible apartment?    Yes    No

**Housing Choice Voucher Program (Section 8)**

**Public Housing for Seniors or Persons with Disabilities –** (all household members must be 18 and older)

- 1 bedroom    2 bedroom

Do you or a member of your household require a wheelchair accessible apartment?    Yes    No

Do you own a car?    Yes    No   Do you have a dog?    No    Yes (25 lb. weight limit for dogs, w/records)

**Public Housing for Seniors or Persons with Disabilities preference: (Select only one)**

Residency Preference: Applicants at least 62 years of age or persons with disabilities who live or have previously lived, currently have immediate family living in, work, or has been hired to work in Dover, Barrington, Durham, Lee, Madbury, or Rollinsford. (Immediate family is mother, father, sister, brother, son, daughter, grandson, granddaughter, grandmother, grandfather.) **And not currently subsidized.**

I do not qualify for the preferences listed above

**Covered Bridge Manor (62 and over)**



**LANDLORD REFERENCE INFORMATION FOR A MINIMUM OF THE PAST FIVE (5) YEARS!**

Use separate sheet of paper if necessary.

If you currently own your own home, please show "self" as landlord.

Your Current Address: \_\_\_\_\_  
Street City State Zip

Move in date: \_\_\_\_\_ Relative or friend?  Yes  No

Current Landlord Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Street City State Zip

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Your Previous Address: \_\_\_\_\_  
Street City State Zip

Move in date: \_\_\_\_\_ Move out date: \_\_\_\_\_ Relative or friend?  Yes  No

Previous Landlord Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Street City State Zip

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Your Previous Address: \_\_\_\_\_  
Street City State Zip

Move in date: \_\_\_\_\_ Move out date: \_\_\_\_\_ Relative or friend?  Yes  No

Previous Landlord Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Street City State Zip

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**APPLICANT CERTIFICATION**

I/We do hereby certify that all of the information provided on this application is true and correct. I understand that any misrepresentation of information or failure to disclose information requested on this form may disqualify me from consideration for admission or participation in the program and may be grounds for termination of assistance.

I understand that I am required to update Dover Housing Authority, in writing, of all changes regarding income, household composition, address or phone number.

WARNING: Title 18, Section 1001 of the United States code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department or agency of The United States and shall be fined not more than \$10,000 or imprisoned for not more than five years or both.

\_\_\_\_\_  
Signature of Head of Household Date Signature of Spouse Date

\_\_\_\_\_  
Signature of Other Adult Date Signature of Other Adult Date

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## APPLICANT/RESIDENT RELEASE AND CONSENT FORM

**PURPOSE:** In signing this consent form, you are authorizing Dover Housing Authority to request information from the sources listed below. Dover Housing Authority needs this information or other information, in order to ensure you are eligible for assisted housing benefits and these benefits are set at the correct level. Dover Housing Authority may participate in computer matching programs with these sources in order to verify your eligibility.

**SOURCES OF INFORMATION TO BE OBTAINED:** The groups or individuals that may be asked to release the authorized information include but are not limited to:

Past and Present Employers	Support and Alimony Providers	Welfare Agencies
Veterans Administrations	Schools and Colleges	Courts and Post Offices
State Unemployment Agencies	Medical & Childcare Providers	Social Service Agencies
Previous Landlords (including Public Housing Agencies)	Law Enforcement Agencies	Retirement Systems
	Friends & or Family	Banks and other Financial Institutions

I/We understand Dover Housing Authority is required to protect the information it obtains in accordance with any applicable State privacy law. Dover Housing Authority will maintain all information on the household in strict confidence and divulge this information when required by HUD and by law.

This consent form expires 15 months from the date of signature.

### SIGNATURES

\_\_\_\_\_  
Head of Household

\_\_\_\_\_  
Date

\_\_\_\_\_  
Household Member 18 or older

\_\_\_\_\_  
Date

\_\_\_\_\_  
Household Member 18 or older

\_\_\_\_\_  
Date

\_\_\_\_\_  
Household Member 18 or older

\_\_\_\_\_  
Date