WAITING LIST APPLICATION QUESTIONS

Q: Do I have to put (name's) income on my application and if I do, will it hurt my chances for being selected?

A: Your application should be as true and complete as possible. If you received benefit from (name's) income, then you should include it. Your income information is not a determining factor for the waiting list selection. Your income will be verified at the time of admission on the program waiting list provided you are selected to enter on the waiting list.

Q: If my kids live with me and they are 18 years old or older, do I have to include their income?

A: Yes, all family member income needs to be disclosed.

Q: I was on the website and started to complete my application. I lost the internet connection in the middle. How do I go back in?

A: You will need to recomplete the application from the beginning if you did not receive an Application Receipt.

REQUIRED INFORMATION ON THE APPLICATION

Q: I do not have an email address. How can I submit my application?

A: You will have to create an email address and a link to a free email service is provided from the application.

Q: What information will I need to fill out the application.

A: To fill out the application you will need the names, social security number and date of birth for all members in your household. You will also need to list all income received by all members in the household.

WAITING LIST STATUS QUESTIONS

Q: How do I check the status of my application?

A: **Lottery List**
When the waiting list closes on June 18, 2020 at 6:00 pm, we will collect all of the applications that were submitted and a random lottery will be performed. When the lottery is complete, we will post the status information to www.waitlistcheck.com. That anticipated status notice date is September 18, 2020. Simply proceed to the website and type in your user id and password to view your status.

A: **Preference Date and Time List**
When the lottery is complete, we will collect all of the applications that were submitted and a random lottery will be performed. At that time, application acceptance is determined and the status information will be posted to www.waitlistcheck.com. Simply proceed to the website and type in your user id and password.

Q: What does an active status mean?

A: An Active Status means you have been selected for the lottery/waiting List.

Q: What does an inactive status mean?

A: An Inactive Status means you have NOT been selected for the lottery/waiting list.

Q: What does a hold status mean?

A: A Hold Status means the agency has pulled your name and you will receive additional information in the mail regarding your application.

ACCOUNT CREATION QUESTIONS

Q: Should I use the same email address that I entered on the application?

A: Yes, you should be using the same email address.

Q: If I have applied to another Housing Authority using this site, do I log in to submit my application?

A: Yes, please enter your email address or phone number and password previously used.

Please note: If the applicant applied to the other agency prior to 12/28/2015 the account login may not have been used. In these cases, they will need to create a new account.

Q: Why do I have to create an account?

A: An account must be created to submit your application and it then allows you to check the status of the application.

Q: Do I need to enter both my email address and phone number?

A: No you can use either the email address or phone number for your user id. If you decide to enter both, the email address by default will be your user id.

Q: Should I keep my answers to the security questions I used?

A: Yes your answers should be kept in a safe place as they will be used if you have forgotten your password.

Q: What happens if I forgot my password?

A: On the homepage for www.waitlistcheck.com please click the "Forgot Password" link and follow the onscreen Instructions.