



Kentucky River Community Care Managed Properties Pre-Application

Housing Department · Affordable rental communities

EQUAL HOUSING OPPORTUNITY
Accessible units available
Reasonable accommodations on request

Return this pre-application by mail or drop-off
KRCC Apartments 351 Broadway Street Jackson, KY 41339

Fax 606-666-5840
Housing.Connections@krccnet.com

Do not leave information blank. Incomplete applications may not be processed.

PROPERTIES YOU WISH TO APPLY FOR | CHECK ALL THAT APPLY

- | | | |
|---|--|---|
| ☐ Lilac Court · Letcher County | ☐ Dahlia Court · Breathitt County | ☐ Rose Circle · Wolfe County |
| ☐ Dogwood · Perry County | ☐ Sun Valley · Knott County | ☐ Ivy Court · Breathitt County |
| ☐ Backstreet · Wolfe County | ☐ Linden Tree · Knott County | ☐ Townview · Breathitt County |
| ☐ Marigold · Lee County | ☐ Pin Oak · Breathitt County | ☐ Eilerman · Owsley County |

APPLICANT INFORMATION

APPLICANT NAME (HEAD OF HOUSEHOLD)		DATE OF BIRTH
SOCIAL SECURITY NUMBER	PHONE	CELL PHONE
STREET ADDRESS		
CITY	STATE	ZIP CODE

HOUSEHOLD MEMBERS | LIST EVERYONE WHO WILL OCCUPY THE UNIT

Income: list all full-time, part-time, self-employment, Social Security, SSI, pension, child support, alimony, and any other anticipated income. Use gross annual amounts.

FULL NAME	DATE OF BIRTH	SOCIAL SECURITY #	RELATIONSHIP TO HEAD	GROSS ANNUAL INCOME	STUDENT
					☐ Yes ☐ No
					☐ Yes ☐ No
					☐ Yes ☐ No
					☐ Yes ☐ No

MISCELLANEOUS

1. Has any household member listed ever been convicted of a felony or sex offense? ☐ Yes ☐ No

IF YES, LIST DETAILS

2. Do you have a case worker assisting you? ☐ Yes ☐ No

IF YES, CASE WORKER NAME

PHONE

3. Do you have a rental assistance voucher? If yes, attach a copy. ☐ Yes ☐ No

APPLICANT STATEMENT | READ CAREFULLY

All applicants hereby authorize KRCC to verify my/our credit history and criminal history and to verify any and all information set forth on this application including release of information by past or present employer, any bank or savings and loan, and any lender, and I hereby waive all right of action for any consequence resulting from such information. All such information hereon, and released as authorized by the applicant(s) signature below, will be kept confidential. All applicants represent that the information set forth on the application is true and complete. Material misrepresentations on this application will constitute grounds for rejection of this application. Applicants are responsible to update KRCC in writing of any changes to household and/or income.

APPLICANT SIGNATURE (HEAD) | type full legal name or sign after printing

DATE

CO-APPLICANT SIGNATURE

DATE

FOR OFFICE USE ONLY

RECEIVED DATE

TIME

PROPERTY MANAGER SIGNATURE



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DOCUMENTS REQUIRED BEFORE A UNIT CAN BE LEASED

Submit these items with or after the pre-application. Final approval cannot be issued without them.

1 Photo ID

Copy of a photo ID for every adult household member.

2 Proof of income

Last 4 check stubs for every employed household member age 18 or older. Third-party verification of income from K-TAP, Social Security, SSI, pension, VA benefits, military pay, unemployment, and similar sources. Verification of self-employment, informal support, or any other income must be provided before eligibility can be determined.

3 Social Security card

Copy of the Social Security card for every household member.

4 Birth certificate

Copy of the birth certificate for every minor household member.

5 Verification of assets

Banking information, Direct Express, stocks, bonds, value of any owned property, and any other asset must be verified.

6 Voucher

If you have a rental assistance voucher, attach a copy to this pre-application.

7 Additional screening

Additional verifications and screening criteria may need to be met before KRCC Apartments can issue final approval.

HOW TO SUBMIT

MAIL OR DROP OFF

KRCC Apartments
351 Broadway Street
Jackson, KY 41339

FAX

606-666-5840
Attention: Rental Department

EMAIL

Housing.Connections@krccnet.com

QUESTIONS / UPDATES

Property Management Office
606-385-4900

WHAT HAPPENS AFTER WE RECEIVE YOUR PRE-APPLICATION

- 1 You will be notified by mail only if your application is rejected.
- 2 If the application is complete, it is added to the waiting list for each property you checked. You will be contacted when your name reaches the top of that list.
- 3 Applications that are not complete may not be processed. List a mailing address and a phone number you can be reached at.
- 4 If your address, phone number, or case manager changes, call the property management office at 606-385-4900 and update that information in writing.
- 5 If property management cannot reach you with the contact information on this application, the application may be rejected.

Privacy and equal housing

Social Security numbers and other personal information on this form are used only for eligibility, screening, and waitlist management. KRCC keeps this information confidential as described in the applicant statement. Kentucky River Community Care provides equal housing opportunity. Accessible units are available. Request a reasonable accommodation by calling 606-385-4900 or emailing Housing.Connections@krccnet.com.