



# RENTAL PRE-APPLICATION

(208) 459-2232



Accessible unit needed:  Yes  No

## Fee Notice

You are about to fill out a “pre-application” for housing with the Caldwell Housing Authority (CHA). The “pre-application” process allows CHA to pre-screen applications. Once you have been pre-approved, the fee to complete a “full application” is \$25.00. If you are not willing to or cannot pay the application fee, your application will be administratively withdrawn. Are you willing to pay a \$25.00 application fee? **Yes**  **No**

## Waiting List Notice

Once you have paid your \$25.00 application fee and have completed the “full application,” you may be placed on a waiting list for up to six months. Are you willing to be placed on a waiting list? **Yes**  **No**

## Possible Disqualification

The housing authority disqualifies individuals with certain criminal backgrounds. The housing authority checks the Idaho Court Repository and consults a private third-party vendor to check the background of all applicants and household member 18 years of age or older.

## APPLICANT INFORMATION

Date (mm/dd/yyyy): \_\_\_\_\_

Applicant Name (first, middle initial, last): \_\_\_\_\_

Gender:  Male  Female      Date of Birth (mm/dd/yyyy): \_\_\_\_\_

Age: \_\_\_\_\_

I am a (check only one):  Legal U.S. Citizen       Legal Resident Alien

How many people will occupy this unit? \_\_\_\_\_

**CO-APPLICANT INFORMATION (must be 18 or older)**

Applicant Name (first, middle initial, last): \_\_\_\_\_

Gender:  Male  Female      Date of Birth (mm/dd/yyyy): \_\_\_\_\_

Age: \_\_\_\_\_

I am a (check only one):  Legal U.S. Citizen       Legal Resident Alien

**Please list all family member that will live with you**

**Family Member #1**

Name (first, last): \_\_\_\_\_

Gender:  Male  Female      Age: \_\_\_\_\_

**Family Member #2**

Name (first, last): \_\_\_\_\_

Gender:  Male  Female      Age: \_\_\_\_\_

**Family Member #3**

Name (first, last): \_\_\_\_\_

Gender:  Male  Female      Age: \_\_\_\_\_

**Family Member #4**

Name (first, last): \_\_\_\_\_

Gender:  Male  Female      Age: \_\_\_\_\_

**Family Member #5**

Name (first, last): \_\_\_\_\_

Gender:  Male  Female      Age: \_\_\_\_\_

**Family Member #6**

Name (first, last): \_\_\_\_\_

Gender:  Male  Female                      Age: \_\_\_\_\_

**Current Information**

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ Current Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

**Previous Address #1**

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ Landlord Name \_\_\_\_\_ Landlord Phone # \_\_\_\_\_

**Previous Address #2**

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ Landlord Name \_\_\_\_\_ Landlord Phone # \_\_\_\_\_

**General Information**

Emergency contact phone number \_\_\_\_\_

Have you ever been evicted from rental housing?  Yes  No

Have you ever lived here before?  Yes  No

Do you have relatives that live here?  Yes  No

If Yes, who and what unit do they live in? \_\_\_\_\_

Total household income: \$ \_\_\_\_\_ **Please include all sources of income into your household including, but not limited to any government payments or benefits, any cash assistance, child support, unemployment payments, earning from salaries or employment.**

Does any of your income come from work as a farm laborer?  Yes  No

Will this be your primary residence?  Yes  No

Do you authorize the Housing Authority  
to conduct criminal background checks  
on all household members 18 years of age or older?  Yes  No

Do you authorize the Housing Authority to retrieve  
financial information from the Department of Labor  Yes  No  
for all household members 18 years of age or older?

Do you authorize Caldwell Housing Authority to  Yes  No  
contact your previous landlords?

**All information provided on this application must be verified with additional information such as I.D. cards, Social Security Cards, pay stubs, tax returns, etc.. If you are eligible to rent from the Caldwell Housing Authority, a representative will call you and ask for the necessary information.**

After completing this form, please hand deliver or send to:

Caldwell Housing Authority  
22730 Farmway Road  
Caldwell, Idaho 83607