

RENT INTAKE QUESTIONS

Date _____

1. Name _____

2. Date of Birth: _____

3. Phone Number _____

4. Address (must be Muskegon County) _____

5. # of adults 18 and over _____ # of children under 18 _____

6. Do you receive food assistance? If yes how much per month? _____

7. Do you have an eviction or seven day notice to quit? Yes No

8. How much is the monthly rent or mortgage? _____

9. How much is your eviction? _____

10. Income: Hourly wage \$ _____ average hours per week _____ * 4 =monthly earned income \$ _____
Unemployment amount bi-weekly \$ _____
Monthly SSI amount \$ _____
Monthly Social Security amount \$ _____
Monthly Child Support amount \$ _____
Monthly Cash Assistance amount \$ _____
Other Income, please explain. _____

11. Have you applied for an SER in the past 30 days? Yes No

12. Other services needed: Check all that apply

- | | | |
|---|--|--|
| <input type="checkbox"/> Utility Assistance | <input type="checkbox"/> Food | <input type="checkbox"/> Budgeting class |
| <input type="checkbox"/> Other Emergency Assistance | <input type="checkbox"/> Employment Related Assistance | <input type="checkbox"/> Property Taxes |
| <input type="checkbox"/> Education Related Assistance | <input type="checkbox"/> Home buyer Education | |
| <input type="checkbox"/> Mortgage | <input type="checkbox"/> Other _____ | |

OFFICE USE ONLY:

Date Last Assisted: _____

All household income added together = \$ _____

Rent amount \$ _____ ÷ by gross monthly income equals _____%

Gross monthly income × 12= \$ _____ is this below 125% for the household size? Yes No

Additional notes: _____

Prescreened by: _____