



FOR RENTERS & APPLICANTS

# Renter prep *checklist.*

Bring these when you view a unit, or have them ready when you apply. Having everything in one place makes the process faster for everyone.

## IDENTITY

- Photo ID (driver's license, state ID, or passport).
- Social Security number or ITIN (for tax and HAP compliance).
- Right-to-rent documentation, if applicable.

## HOUSEHOLD

- Household size — total people who will live in the apartment.
- Names and ages of all household members (especially children under 6 — required for HQS lead-paint rules).
- Contact info for your caseworker or social worker, if you have one.

## VOUCHER (IF YOU HAVE ONE)

- Your voucher (paper or digital copy).
- Issuing housing authority (DCHA, PG County, MD, VA).
- Bedroom size approved on your voucher.
- Payment standard for that bedroom size.
- Inspection-history flags, if any (helpful but not required).

## INCOME

- Most recent pay stubs or income statements (last 30–60 days).
- Award letters for any benefits (TANF, SSI, SNAP, child support).
- Tax return or 1099 if self-employed.

## HISTORY

- Prior addresses for the past three years.
- Landlord references (or a note explaining why none).
- Honesty about any eviction filings — we screen under HUD guidance, not on protected-class status.

### QUESTIONS BEFORE A SHOWING?

Call us at **(202) 656-9668** or email [leasing@birdieshousecd.org](mailto:leasing@birdieshousecd.org). We'll walk through your situation before the appointment.