

# EVICTIION CLINIC + HOUSING ASSISTANCE INFO SESSIONS

SATURDAY, OCTOBER 30, 2021  
12:00-6:00 PM

WAKE COUNTY HUMAN SERVICES  
SWINBURNE BUILDING  
220 SWINBURNE ST., RALEIGH, NC

HALLOWEEN TREATS  
FOR THE CHILDREN  
WATER + SNACKS

**Who:** Wake County residents in need of rent or utility assistance because of COVID-19. Qualifying households must have income that does not exceed 80% area median income with priority given to households with incomes below 50% area median income. Visit [housewake.org](https://housewake.org) to verify your income level and eligibility.



**What:** Pop-up clinic to help FIRST-TIME APPLICANTS\* complete the HouseWake! emergency rental assistance application, PLUS Legal Aid will host 1-hour info sessions to share resources & answer questions about evictions.



*\*Individuals who have previously submitted a HouseWake! application will not be able to reapply or check their application status at this event.*

Info sessions with Legal Aid will be offered at 12pm, 1pm, 3pm & 4pm. Reserve your spot here: <https://tinyurl.com/257z432p>



**What to bring with you:** See next page

Organized by:

**Questions?** [Nikki.Lyons@wakegov.com](mailto:Nikki.Lyons@wakegov.com) /  
919.623.7214



social +  
economic  
vitality

Racial Equity & Social Justice Action Team

## WHAT TO BRING WITH YOU:

- **If you have a smart phone, using it is the fastest and easiest way to complete your application - make sure it's charged and ready to go.**
- **Proof you are a resident of Wake County**
  - Current photo I.D. issued by the State of North Carolina matching the Wake County application address. **OR**
  - Utility bill in the name of a household member and matching your application address. **OR**
  - Lease in the name of a household member and matching your application address
- **Copy of your signed rental agreement**
  - If lease is verbal, obtain signed written statement from landlord stating the lease term, the monthly rent, the address and the names of the occupants
- **Most recent rent statement** (must show name, address, & rent amount due)
- **Utility bill with the lease address in the name of the applicant** (if photo ID doesn't match address)
- **Documentation of housing instability**
  - If most recent rent or utility statement does not indicate past-due payment, then applicant will need to provide alternative documentation of housing instability, such as a pay rent or quit notice **OR** a court-issued eviction notice
- **Current wage and income verification documents**
  - A copy of signed IRS Form 1040 showing adjusted gross income for 2020. **OR**
  - 2 months' worth of paystubs for the time period prior the application date (8 for weekly, 4 for biweekly or twice a month, and 2 for monthly); **OR**
  - Food/Nutrition Services award letter, staff confirmation, or EBT card; **OR**
  - Medicaid award letter, staff confirmation, or Medicaid card; **OR**
  - Supplemental Security Income award letter or staff confirmation; **OR**
  - Special Supplemental Nutrition Program for Women, Infants and Children (WIC) award letter or staff confirmation; **OR**
  - Child Care Subsidy award letter or staff confirmation; **OR**
  - Work First award letter or staff confirmation; **OR**
  - Housing Choice Voucher Program award letter, staff confirmation, or rental assistance agreement; **OR**
  - RHA/HACW Public Housing Units award letter, staff confirmation, or rental assistance agreement
- **Documentation of financial hardship due to COVID-19**
  - Formal Source Documents, including:
    - A copy of household member(s) notification of job loss/termination from employer during the eligible pandemic period (March 13, 2020 to present); **OR**
    - A copy of household member(s) notification of furlough from employer during the eligible pandemic period (March 13, 2020 to present); **OR**
    - Two paystubs, one showing income before loss or reduction of income, and one paystub showing income after loss or reduction of income and dated after March 13, 2020; **OR**
    - A copy of household member(s) approval for Unemployment Insurance benefits during the eligible pandemic period (March 13, 2020 to present); **OR**
    - Income documentation for the household member who is self-employed, confirming economic impact on self-employment during eligible pandemic period (March 13, 2020 to present); **OR**
    - Documentation of extensive medical or other expenses due to Coronavirus (Covid-19); **OR**
    - A copy of 2019 IRS form 1040 and a copy of 2020 IRS form 1040 showing a decrease in income.
  - **IF** none of the above Formal Source Documents are available, applicant may provide Third Party information from employers, landlords, caseworkers, or others with direct knowledge of the household's circumstances may be considered as approved documentation; **OR**
  - **IF** Formal Source Documents or Third Party information are not available, written statement from the applicant regarding financial hardship will be accepted.

Note: The Program is utilizing permissions by the Treasury for self-attestation without further documentation to speed the delivery of assistance to households in need during the public health emergency. While applicants can provide a written statement for documentation that is not readily available, documentation may be required on or before recertifications. [Bring documentation you have to attach with your application.](#)

**If your landlord does not agree to rent forgiveness through HouseWake!, and you meet eligibility requirements,** then you will be recommended for free legal services to help tenants facing eviction or who may need additional legal assistance.