

ARKANSAS RENT RELIEF PROGRAM TENANT REQUIRED DOCUMENTS

MAIN WEBSITE:
AR.GOV/RENTRELIEF
CONTACT CENTER:
1-855-RENTARK



PROOF OF IDENTITY

ONE of the following types of proof of identification is required for the primary applicant:

- A valid (or expired one year or less) photo driver license or photo identification card issued by the State of Arkansas, another State, or any U.S. territory
- International Passport or Passport Card valid or expired 5 years or less
- U.S. Permanent Resident Card or Alien Registration Receipt Card
- An ID card issued by any federal, State, or local government agency or entity, that has a photo or information such as name, date of birth, gender, height, eye color, and address
- Verifiable employer-issued ID card that has a photo or information such as name, date of birth, gender, height, eye color, and address



PROOF OF HOUSEHOLD ELIGIBILITY

Depending on how you qualify, **at least ONE** document will be required.

Loss of income:

- Approval letter for unemployment benefits
- Pay stubs before and after income loss
- Letter from employer showing a decrease in income

Significant costs incurred:

- Copies of medical, childcare, transportation, or other significant expenses your household has incurred as a result of COVID

Other financial hardship

- Approval letter for federal, state or local government assistance programs (e.g., Medicare, SNAP, TANF)



PROOF OF
HOUSEHOLD
ELIGIBILITY

Risk of experiencing housing instability or homelessness:

- Written past due rent or utility bill showing you are overdue to pay
- Notice of an eviction lawsuit or eviction court hearing date for nonpayment of rent
- A written attestation from you explaining unsafe or unhealthy living conditions or other evidence of risk

Written Attestation

A written attestation from your Housing Provider, employer, caseworker or a verifiable and independent third-party can be accepted in lieu of the above documents. Attestations should be on letterhead of the organization (where applicable) and include at a minimum, name of attestor, title, name of organization, address phone number, email address, and relevant information about you or your household member(s).



PROOF OF INCOME

One or more of the following documentation types is required of all applicants to show the household's income, (either monthly or annual, depending on what you put on your application)

Applicants will be required to provide income documentation for **every adult member of the household.**

Depending on the sources of household income, documentation **MAY** include any **one or more** of the following:

- a) Pay stubs and other statement of wages or salary (including statements from PayPal, Venmo or CashApp payments for gig workers)
- b) Unemployment insurance compensation statement
- c) Copy of Form W-2 as filed with the IRS for the household for CY 2020
- d) Copy of Form 1040 as filed with the IRS for the household for CY 2020 (first two pages only)
- e) Bank statements showing income deposits or other regular income
- f) Interest earned statement from your financial institution for CY 2020
- g) Pension statement(s), social security award letter(s), retirement benefits
- h) Documentation of receipt of income-qualifying assistance, such as that from programs including SNAP, TANF, SSI, Medicaid

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PROOF OF INCOME

- i) Written attestation from employer or government agency indicating wages earned or government assistance provided to a household member
- j) For self-employed individuals, year-to-date profit/loss statement or other documentation of income from the operation of a business or profession, including direct payments for services
- k) Documentation of Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts
- l) Documentation of child support, alimony, or foster care payments



PROOF OF NEED FOR RENT ASSISTANCE

If applying for rent assistance, applicants will be required to upload a copy of:

Written rental or lease agreement or sublease agreement

If reasonably available to the applicant, applicant shall provide a written lease, signed by the applicant and the landlord or sublessor, and in effect for the time period the applicant is seeking assistance. The lease shall identify the landlord, the tenant, the rental unit address, the effective dates of the lease, and the rental payment amount. Also, agreement should indicate if utility amounts are included or excluded from the rental payment amount.

No written lease

If no written lease exists or the applicant cannot reasonably obtain a copy of the written lease, the applicant shall provide documentation of residence and documentation of the rental payment amount using

- **Documentation of Residence**
 - Evidence that the applicant has an obligation to pay utilities for the rental unit;
 - A current Arkansas driver's license or identification card showing the rental address; or
 - A written attestation by the landlord who can be identified as the verified owner or management agent of the rental unit
- **Documentation of Rental Payment Amount**
 - Bank statements, check stubs, or other documentation that reasonably establishes a pattern of paying rent
 - A written attestation by a landlord who can be verified as the legitimate owner or management agent of the unit



**PROOF OF NEED
FOR UTILITY
ASSISTANCE**

If applying for utility assistance, applicants will be required to upload **copies of the utility bill for each utility provider and for each month for which utility assistance is required.**

The bill should contain:

- Name of an adult member of the household
- Address of the rental unit
- Utility account number
- Classification of the utility cost(s) (e.g., electricity, water and sewer, gas)

Applicants may upload more than one page if necessary, to detail outstanding charges, including any remaining payment plan balance.

If utility costs are included in the monthly rental or lease amounts, no separate documentation is required for proof of need of utility assistance.