



COVID-19 EMERGENCY RENTAL ASSISTANCE PROGRAM APPLICATION REQUIREMENTS

The City will accept applications for program assistance utilizing an online application for a designated period. All applicants must complete an online application and provide all supporting documentation by the City-determined application submittal deadline.

APPLICANTS NAME & CO-APPLICANT NAME:

REQUIRED DOCUMENTS	SUBMITTED	NOTES
Head of Household (Applicant) and Co-Applicant: Valid California driver's license or identification card.		
Head of Household (Applicant) and Co-Applicant: Copy of your 2019 & 2020 federal 1040 tax return directly from the IRS website all pages		
Copies of social security card(s) or birth certificate(s) of minors that are NOT included on any household member federal income tax return.		
All other household members 18 years of age and older: Copy of first page of federal income tax return if not on Head of Household Income Tax Return.		
Self-Employed 1. 12 month recent consecutive business bank statements. 2. 2019 & 2020 business tax return.		
Rent/Lease agreement showing applicant name, address and amount of rent.		
Currently Employed & Unemployed Household Members: One month of your most recent paystubs for employed and last paystubs (covering 1 month) for unemployed.		
EDD Notification of Unemployment Insurance Award (showing name, date of claim, benefit amount, quarterly wages, and last employer).		
Employed/Unemployed Household Members: Employer furlough, layoff letter or EDD Notice Unemployment Insurance Claim Filed.		
Copies of most recent 6 months of account statements: checking, savings, CDs, stocks, bonds, 401k, IRA, etc. ALL PAGES- No screenshots. (All persons 18 & older)		
Full-time student (18 years of age and older) -- evidence of registration with at least 12 units.		
Copies of 2019 & 2020 W-2's & 1099's		
Additional documentation as deemed necessary to document income or financial need (Doctor's Notes, Positive Test, etc.)		
STAFF NOTES		
APPLICATION RECEIVED:		APPLICANT NOTIFIED: