

Application Process

Families who wish to apply for housing with Dunn Housing Authority (“DHA”) should call (910) 892-5076 to make an appointment. The office is located at 817 Stewart Street, Dunn, NC.

The application process begins when you have a scheduled appointment to come into the office to complete the Application for Admission and Occupancy. Please understand that this will be a personal and confidential appointment. When coming to your appointment, please bring the items listed below:

- Full Names of the Head of Household, Spouse and/or Co-Head
- Verification of Names and Ages for **all** who will live in the household
 - ❖ Birth Certificates
 - ❖ Social Security Cards
 - ❖ Photo ID for **all** family members 18 years old and older
- Verification of your current street address/ mailing address
 - ❖ Lease Agreement
 - ❖ Statement from the person or the facility where you reside
 - ❖ Utility Bill in your name
- Proof of **all** Sources of Income
 - ❖ Paycheck Stubs
 - ❖ Offer Letter (must be within two weeks of appointment)
 - ❖ Statement from your employer including:
 - Your Name
 - Number of hours worked per week and if hourly, amount per hour
 - Frequency of Pay (Weekly, Bi-Weekly, Monthly, Semi-Monthly)
 - ❖ Benefit/Award Letter from Social Security Administration
 - ❖ Proof of child support (Court Ordered or Personal Agreement)
 - ❖ Proof of contributions from friends and/or family
 - ❖ Proof of pensions or retirement benefits

By signing the application, you and all members of the household 18 years old and older, are consenting to a background check as well as giving DHA permission to use HUD systems to ensure you are not participating in more than one housing program at a time.

Duplicate Applications will not be accepted. Please be truthful to the best of your knowledge. Information on the application will be verified prior to admission.

Failure to provide information or respond to mailings will result in applicants being removed from the waiting list. Please make sure your address and phone number is current at all times.

If you require a Reasonable Accommodation to participate in the application process, please let us know as soon as possible.

Thank you!