

# Public Housing Waiting List Opening

Lubbock Housing Authority will open the following waiting list on July 11, 2011 and close the waiting lists on September 19, 2011:

**2, 3, 4, and 5 Bedroom Units.**

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## **Application Process is required!!!**

**Application packets** may be picked up at the Lubbock Housing Authority Central Office located at 1708 Crickets, Lubbock TX, 79401, during regular business hours!

Completed applications may be returned to the above address, Monday-Wednesday between the hours of 7:00 AM to 11:00 AM and 1:00 PM to 4:00 PM. **This is a walk in interview and you will be seen in the order that you come in.** Applications outside of these dates will not be accepted. The following documents will be required at the time of interview:

**All information is required at the time of the interview, we must have original documents no copies will be accepted.**

### **Make sure you bring:**

- **Make sure that you bring your application completed and signed. (No blanks)**
- **Birth Certificates for all children in the household**
- **Social Security cards for everyone in the household**
- **Current picture ID/DL for all adults in the household.**
- **All adults must attend this appointment! Failure to attend could result in you not being seen!**

**If you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact the Occupancy Department at (806)776-2312.**



Lubbock Housing Authority  
1708 Crickets Avenue      Lubbock, TX 79401  
Occupancy Phone: 806/776-2312      Occupancy Fax: 806/776-2389

## How to Apply For Public Housing

1. Complete and sign the attached application.
2. List all household members **(that will be living in the home )** on the application.
3. Return the completed application to the Occupancy Clerk at the time of your scheduled appointment.
4. The Occupancy Department will mail you a scheduled interview.
5. Make sure the address and phone information is correct. You must update your contact information to 1708 Crickets Avenue in **writing. Failure to update your contact information will result in denial of assistance.**
6. **If you are more than 10 minutes late to your appointment you will not be seen.**
7. Application **Must** be completely filled out, **No Blanks** or you **will not be seen.**
8. All requested documents **MUST** be provided for the interview or you **will not be seen.**

## Important Notes

- If for any reason you cannot attend your appointment, notify the Occupancy department within 48 hours (2 days) before your scheduled interview, so you will not be removed from the Waiting List.
- When you meet for your initial interview, be sure to bring the following documents:

**NO COPIES OF ANY DOCUMENTS WILL BE EXCEPTED.**

- **BIRTH CERTIFICATES, for all children seventeen (17) years of age or younger. (Baptismal certificates or crib cards will not be accepted)**
- **SOCIAL SECURITY CARDS are required for each household member(s). (NO EXCEPTIONS)**
- **PICTURE I.D. required for every member over 17 years old and must be issued by Federal, State or local agency.**
- **All adult (over the age of 17 years) must attend all interviews.**

**\*\*\*Once you are placed on the waiting list you may call (806) 762-1191 on Fridays between the hours of 1:00 PM to 4:00 PM to check your status. You may also go online to [www.lubbockha.org](http://www.lubbockha.org) and register to check it as well.\*\*\*\***

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