

THINKING OF MOVING?

READ
THIS
FIRST!

ELIGIBLE MOVE DATE: _____

Your voucher size is based on the following:

This chart shows the number of people in the household you need to qualify for each voucher size. You must meet the criteria for each bedroom size.

1-bedroom Voucher - 1-2 people

2-bedroom Voucher - 2-4 people

3-bedroom Voucher - 3-6 people

4-bedroom Voucher - 4-8 people

Examples of criteria: A parent and child (age 3 and under) will share a bedroom. Children of the same sex will share a room regardless of age difference.

TAKE NOTE:

Regardless of your voucher unit size, you may still rent any size unit you can afford, as long as the rent is reasonable and your portion of the rent and utilities do not exceed 40% of your adjusted income. Conway Housing Authority will only make exceptions based on documented disability accommodation requests.

For more information, contact
Lorna Simmons at
(501) 327-0156 ext. 306
hcvadmin@conwayha.org

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The following is the **amount of rent** you should look for depending on the area you want to rent. These rent limits are **estimates** only and you may be required to seek a lower rent if the amount goes over your limit once utilities are determined:

CONWAY CORPORATION ELECTRIC COMPANY:

1-bedroom is \$575-\$600 ALL electric

1-bedroom is \$500-\$525 WITH gas

2-bedroom is \$625-\$650 ALL electric

2-bedroom is \$600-\$625 WITH gas

3-bedroom is \$875-\$950 ALL electric

3-bedroom is \$625-\$650 WITH gas

4-bedroom is \$950-\$975 ALL electric

4-bedroom is \$900-\$925 WITH gas

ENTERGY OR OTHER ELECTRIC COMPANY:

1-bedroom is \$600

2-bedroom is \$650

3-bedroom is \$900

4-bedroom is \$950

The amount listed above is the rent limit you need to look for, not the amount the Housing Authority will pay. Your portion of the rent is based on several factors which include rent, utilities, income, and deductions.

HUD regulations state that you must pay 30% of your adjusted income for **rent and utilities**, but that you may pay up to 40%, which allows you the option of obtaining a more expensive place. If you chose to go over our limit or move into a unit different than what you are eligible for, your portion of the rent will be adjusted accordingly and you WILL be required to pay more for your portion of the rent.

YOU HAVE SHOWN A DESIRE TO MOVE ON YOUR ANNUAL RECERTIFICATION DATE. IN ORDER TO BE ELIGIBLE TO MOVE, YOU MUST FOLLOW THESE STEPS OR YOUR REQUEST TO MOVE WILL BE DENIED.

- 1) You CANNOT break your lease. This is a HUD violation and subject to termination. You must verify with your landlord the date your lease expires. (The only exception to this rule is under the VAWA clause.)
- 2) You must notify the owner in writing 30 days before you move. This notice must state when you will vacate the unit. This notice must be signed by yourself and the owner and furnished to the Housing Authority. This notice is attached.
- 3) You must vacate at the end of the month. WE cannot honor a vacate notice for the middle of the month. Rents are paid on the 1st (your portion and our portion) for the entire month and the Housing Authority cannot pay for two places during one month. (i.e., you cannot move out of your current place on the 15th and expect the Housing Authority to start on the 15th if we paid your current landlord for the month. The Housing Authority would then have to start on the 1st of the following month provided the rent is within the guidelines and the unit has passed our required HQS inspection.
- 4) You must pay the landlord for any past due rent or damages in order to transfer your rental assistance. If there are any past due charges, the Housing Authority cannot start your rent at any other location.
- 5) A letter of release will be sent to your landlord asking if you owe damages, and if your lease is being non-renewed. If your lease is being non-renewed, there is no guarantee that your rental assistance will be transferred.
- 6) You must clean up the unit and turn the keys in by the last day of the month. Rent will continue until keys are turned in to the landlord. Attached is a cleanup checklist for your use.
- 7) You will be responsible for any rent to your current landlord if you have not moved out of the unit by the end of the month. No rent will be paid to your new landlord until I have confirmed your previous landlord is paid in full. Keys must be turned in to the landlord to verify that you have moved from the unit.
- 8) If you have not found anything by the time your current lease expires, you should contact your current landlord to see about the possibility of staying for another year. You also have the option of moving in with family or friends and continue looking. However, you have deadlines to finding a new unit and you must notify the office by the 25th if you are moving out of the unit and continuing to look for something else.
- 9) If you wish to move out of Faulkner County, please set up a meeting with the Section 8 Department to obtain valuable information for portability.

