



Senior Rent Relief Program Application Packet

Return to Cornelius CDC, 19837 S. Main Street,
Cornelius, NC 28031

Or email to michelle@corneliuscdc.com

Program Coordinator: Michelle Hoverson. I am available part-time, Monday, Wednesday and Friday 9 am – 2 pm. To ensure I will be in the office to receive your packet, please make an appointment at the number below or via email. Due to the volume of inquires, if you call or email with questions, please allow 48 hours for a response. You may scan and send your application and all required documents via email.

Call: 704-897-7340 or Email: michelle@corneliuscdc.com

Eligibility Checklist: Inside this envelop is a complete description of the qualifications for the Senior Rent Relief Program. Please note you will not be eligible to have your application considered until we have received **ALL** the documents listed below. If a document is missing, we will work with you for 10 days. If you have not provided the necessary documentation within 10 days, your application will be placed on hold and not move forward in the review process. We are unable to prioritize due to lease signing dates. All applications will be considered on a first come/first received basis. Once we have verified that all documents are provided we will begin our review of your application and you can expect a response within 14 business days.

Date and Time Received: _____

Received by: _____

Applicant's Name: _____

Applicant's Email: _____

Applicant's Daytime Phone: _____

Documents that must be included in the packet:

- Signed Completed Application
- Current Lease Agreement
- Proof of 2023 Lease Increase Amount and Date of Increase
- Proof of Total Income for each adult in household – SSI, SSDI, Alimony, Pension/Retirement Distribution, paystub of all adults in household working
- Signed Waiver by the Property Owner