

PALATKA HOUSING AUTHORITY



PUBLIC HOUSING WAITING LIST OVERVIEW

What Does this mean?

You will be placed on a waiting list based on your family composition. Then issued a unit based on availability, preference type, and time and date of your application.

How long is the waiting list?

The waiting list is approximately 6 months for 1 bedroom "Elderly" units, over 3 years for all other 1 bedroom units. Approximately 2-3 years for 2 bedroom units and from 6 months to 1 year for 3, 4, and 5 bedroom units

Where are the units located?

PHA Family Housing Developments include Rosa K. Ragsdale Homes, Northside Homes, Dr. James A. Long Homes, and Lemon Heights Homes. Elderly Housing includes Madison Court and Westover Manor and Annie Mae Spell Community.

*Affordable Housing

Westover Apartments are available to single/married persons with no children. These are 1 bedroom apartments of which a \$396.00 Security Deposit is required at the time of the offer. The rent is \$396.00/month and the tenant is responsible for all utilities. Wait time approximately 3-12 months.

Am I Eligible for a Preference?

Preferences include Elderly, Disabled, Near Elderly, Victims of Domestic Violence, Homeless, and Displaced applicants.

It is PHA's policy that preference does not guarantee admission

Domestic Violence, Homeless and Displaced applicants must provide documentation to verify that they are in a shelter at the time of the offer.

What bedroom size unit am I eligible for?

The guidelines for determining bedroom size are as follows:

Br Sz Per Household	Minimum Persons	Maximum
1	1	2
2	2	4
3	3	6
4	4	8
5	5	10

*Note: Unborn children are not included

Is a Security Deposit Required?

Yes. Once you are notified with an offer you will have approximately 3 days to respond with a Security Deposit. (Money Orders Only)

1 Bedroom (Elderly)	\$100.00
1 Bedroom	\$125.00
2 Bedroom	\$150.00
3 Bedroom	\$175.00
4 Bedroom	\$200.00
5 Bedroom	\$225.00

How much will my rent be?

Your rent would be based on your family's anticipated gross income less deductions, if any. The minimum rent amount is \$50.00.

What will my payment amount include?

The payment amount includes rent and excess usage charges.

Am I required to meet any other eligibility requirements?

Yes. Other requirements include:

1. Home Visit by a PHA Representative to see how you manage the upkeep of your current home.
2. Landlord Verification for information about your family's suitability.
3. Credit Check for information about previous rental history.
4. National Background Check
5. Sexual Offender Check

Offer Process

Unit will be offered based on availability, preference and time and date of the application. You must accept or decline the offer within 3 working days of the date the offer is communicated (by phone or mail), or be moved to the bottom of the waiting list.

If you fail to reject the second vacancy offer you will be moved to the bottom of the waiting list.

After continued eligibility is verified and the unit is ready for occupancy you will sign a Dwelling Lease and receive your keys.

**PALATKA
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Serving Palatka's Housing Needs Since 1962

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Palatka Housing Authority is a Fair Housing Agency