

Homeless Prevention - Harbor Interfaith Services Referral Form

REFERRAL INFORMATION

Referring Date: _____

Referring Party Name: _____

Referring Phone Number: _____

Referring Email: _____

Organization: _____

REFERRING PARTICIPANT'S INFORMATION

First Name: _____

Last Name: _____

Date of Birth: _____

Age: _____

Household Size: _____

Number of Adults: _____

Number of Minors: _____

Phone Number: _____

Email Address: _____

CURRENT HOUSING STATUS & Needed Documentation (Must check one box to apply)

- ☐ An **Unlawful Detainer ("Eviction") notice**. An Unlawful Detainer is a formal eviction action that has been filed in the justice court.
- ☐ A **3-Day Pay or Quit Notice** provided by a property owner/property manager; **AND** Accompany documentation to include economic hardship to demonstrate the household lacks the financial resources. Documentation may include, but not limited to: letter of termination from employer, unemployment benefits letter, loss of wages or benefits, garnishment notification letter, unexpected medical costs, unexpected loss of contributing household member (e.g. death, divorce, separation, etc.), letter from a property manager/owner indicating an increase in the rent
- ☐ A **signed letter from motel or hotel**, not paid for by a charity organization or a federal, state, or government, program stating that the household must vacate within 14 days; **AND** Accompany documentation to include economic hardship to demonstrate the household lacks the financial resources. Documentation may include, but not limited to: letter of termination from employer, unemployment benefits letter, loss of wages or benefits, garnishment notification letter, unexpected medical costs, unexpected loss of contributing household member (e.g. death, divorce, separation, etc.), letter from a property manager/owner indicating an increase in the rent
- ☐ If **DOUBLED UP**, a **signed letter provided by the lease holder/property homeowner** indicating that the household must vacate within 14 days. Doubled up refers to a person/household living with another person in a home due to economic hardship; **AND** Accompany documentation to include economic hardship to demonstrate the household lacks the financial resources. Documentation may include, but not limited to: letter of termination from employer, unemployment benefits letter, loss of wages or benefits, garnishment notification letter, unexpected medical costs, unexpected loss of contributing household member (e.g. death, divorce, separation, etc.), letter from a property manager/owner indicating an increase in the rent

HOUSING INFORMATION

City of Current housing: _____

Current Rental Amount

\$ _____

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REFERRING PARTICIPANTS INCOME

Income from all sources:

☐ _____ \$ _____

☐ _____ \$ _____

☐ _____ \$ _____

Total Monthly Income \$ _____

ADDITIONAL INFORMATION RELATED TO PARTICIPANT

PARTICIPANT CERTIFICATION

I agree to share my information for the purpose of homeless prevention services. I am certifying that all this information is true and correct.

Printed Name of Applicant

Applicant Signature

Date Completed

REFERRING PROVIDERS

☐ **Adults without Minor Children**
Harbor Interfaith Services
Email: bjajairam@harborinterfaith.org

☐ **TAY's (18-24 yrs)**
Harbor Interfaith Services
Email: bjajairam@harborinterfaith.org

☐ **Families with Minor Children**
Harbor Interfaith Services
Email: stewart@harborinterfaith.org