

# SNOW BELT HOUSING COMPANY, INC.

7500 SOUTH STATE STREET  
LOWVILLE, NY 13367



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NYS RELAY SERVICE NO. TTD (800) 662-1220

**E-mail: [information@snowbelt.org](mailto:information@snowbelt.org)**  
**Phone: 315-376-2639 EXT 6**



## **RENTAL REHABILITATION PROGRAM**

### **Required Documentation**

The following documents are required along with your complete application.  
**WE WILL MAKE COPIES OF YOUR ORIGINAL DOCUMENTS.**

<b>Required from Building Owner(s):</b>	<b>Required from Tenant(s):</b>
Deed to the property	Signed copy of most recent Federal Income Tax return
Current property tax bills showing paid or w/receipts	Payroll stubs for the last 8 weeks
Proof of building owner's insurance (cover page from policy showing coverage is currently in effect) and proof that premium has been paid for policy	Proof of any other income (including but not limited to social security, SSI, pensions, unemployment benefits, veteran's benefits, education benefits, etc.)
Current Tenant lease (rents cannot exceed fair market rent for the applicable bedroom size (as per the 2020 FMR schedule)	Current bank statements for all checking and savings accounts

**This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law.**

Complaints of discrimination may be filed by contacting:

U.S. Department of Housing and Urban Development (HUD)  
Mail: 26 Federal Plaza, Room 3532, New York, New York 10278-0068  
Call: 800 669 9777 (TTY: 800 927 9275)

OR

USDA, Director, Office of Civil Rights  
Mail: 1400 Independence Ave S.W., Washington DC 20250 9410  
Call: (800) 795 3272 (TDO: 202 720 6382)

Online: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html)  
Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

**If your application was rejected and you do not agree with the decision, you may send a written complaint to:  
Snow Belt Housing Company, Inc. 7500 S State Street, Lowville, NY 13367 Attn: Executive Director**