

If you have been served with an eviction lawsuit, call **Housing Justice Project:** 206.580.0762.

An eviction lawsuit is made up of two documents served together called the "Summons and Complaint." They will both have numbers running down the left side of the page and the upper left-hand corner will say your name (defendant) vs. the landlord (plaintiff).

## ✔ WHAT OUR PROGRAM DOES:

Provides monthly rent help to eligible households.

### Eligibility Requirements:

- Current address in King County, WA.
- Household MUST reside and owe back rent at their current address.
- Household income doesn't exceed 80% of Area Median Income (AMI).

## ✘ WHAT OUR PROGRAM DOESN'T DO:

- Help you find housing.
- Pay rent to a previous address.
- Give legal advice.
- Help with move-in costs.



### Fill Out an Intake Form at [uwkc.org/renthelp](http://uwkc.org/renthelp).

- Don't forget to write down your Client Intake Form record ID.



### Checking Your Email is Important!!!

- Check your email even if it's not from United Way. One of our partner organizations could be contacting you about your rental assistance application.
- Be sure to check your spam/junk folders to be sure these important emails aren't missed.
- When contacting us, use the same email and phone number that you used on your Client Intake Form to help us serve you more efficiently.



### Helpful Pointers & Mistakes to Avoid.

- Do not complete more than one Client Intake Form per household.
- Do not put your yearly income in the monthly income space.
- Check the status of your Client Intake Form at [uwkc.org/rentwaitlist](http://uwkc.org/rentwaitlist).
- Read our FAQs for answers to common questions.

## WHAT DOES YOUR CLIENT INTAKE FORM STATUS MEAN?

### Not Selected:

Your household has been added to the random household selection pool, but was not selected this week.

Selected households will be notified via email about their next steps. **If not selected, do not complete another intake form. You will remain on the waitlist if not selected.**

### In Progress:

Your household was selected to apply for rental assistance and you were assigned a case manager.

**If you have not completed your application, please check your inbox and junk/spam folder for emails from your case manager or United Way.**

### Payment Completed:

Congratulations! Your application was approved!

Our rental assistance finance team has processed the payment to your landlord. **Your landlord should receive their payment in 2-4 weeks.**