

Missouri Emergency Rental Assistance Program

Application Checklist

This document details the information required to complete the Missouri Emergency Rental Arrears Program (ERAP) application. Use this checklist when preparing and gathering information before submitting an application.



Landlord Information Entered in Online Application

<input type="checkbox"/>	Landlord first and last name
<input type="checkbox"/>	Business name (if applicable)
<input type="checkbox"/>	Landlord address
<input type="checkbox"/>	Application point of contact first and last name
<input type="checkbox"/>	Application point of contact email
<input type="checkbox"/>	Application point of contact phone number
<input type="checkbox"/>	Landlord employer identification number OR social security number
<input type="checkbox"/>	Federal tax classification of landlord or business
<input type="checkbox"/>	Total number of units in landlord's rental portfolio

Unit Information Entered in Online Application

<input type="checkbox"/>	Unit address
<input type="checkbox"/>	Unit type (multi-family apartment, duplex, single-family home, townhouse)
<input type="checkbox"/>	Bedroom size
<input type="checkbox"/>	Monthly rent
<input type="checkbox"/>	Total outstanding rent and fees
<input type="checkbox"/>	Total requested assistance
<input type="checkbox"/>	Number of months of assistance requested

Tenant Information Entered in Online Application

<input type="checkbox"/>	Head of household first and last name
<input type="checkbox"/>	Head of household email
<input type="checkbox"/>	Head of household phone number
<input type="checkbox"/>	Number of household members under 18
<input type="checkbox"/>	Number of household members over 18
<input type="checkbox"/>	Household size
<input type="checkbox"/>	Name and age of all household members
<input type="checkbox"/>	Estimated annual income
<input type="checkbox"/>	Online form or phone HMIS intake

Documents Uploaded in Online Application

<input type="checkbox"/>	Photo IDs for tenant household members over 18
<input type="checkbox"/>	Completed Tenant Income Certification Form
<input type="checkbox"/>	Supporting income documentation
<input type="checkbox"/>	Completed Tenant Certification Form
<input type="checkbox"/>	Completed Tenant Consent Form
<input type="checkbox"/>	Landlord W-9
<input type="checkbox"/>	Lease
<input type="checkbox"/>	Completed Itemized Statement of Past Due Rent and Fees
<input type="checkbox"/>	Completed Landlord Minimum Habitability Standard Form
<input type="checkbox"/>	Completed Landlord Lead-Based Paint Certification Form