



MISSISSIPPI HOME CORPORATION

Client Services Documentation Checklist

- _____ 1. ESG Assistance Checklist
- _____ 2. Application
- _____ 3. “But-For” Criteria (Narrative)
- _____ 4. Income Verification
- _____ 5. Asset Verification
- _____ 6. Lease Agreement
- _____ 7. Eviction Notice (Homeless Prevention Only)
- _____ 8. Affidavit of Arrears (Homeless Prevention Only)
- _____ 9. Rental Payment Ledger (Homeless Prevention Only)
- _____ 10. Rental Assistance Agreement
- _____ 11. Rent Reasonableness Checklist
- _____ 12. Habitability Standards Checklist
- _____ 13. Lead-Based Paint Checklist
- _____ 14. Termination of Assistance Agreement
- _____ 15. Homeless Verification (category 1 or 4)
- _____ 16. Documentation to support “At Risk of Homelessness”
- _____ 17. Cancelled Checks (front and back)