

## **ITEMS NEEDED FOR PROJECT BASED VOUCHER UNITS**

- Photo ID's for all adult household members** (must be valid/not expired)
- Enbridge Gas at Duffy Drive**  
Gas must be in your name within 24 hours of lease signing if moving to a Duffy Drive unit (**Phone # is 877-776-2427**)
- Duke Energy**  
Power must be in your name within 24 hours of lease signing ([Duke Energy - Home](#) or **Phone # is 1-800-777-9898**)
- Rental References**  
You must provide at least one rental reference where you have been paying rent. This does not include family members that let you live with them. You cannot owe previous landlords or have unpaid judgements against you.
- Utility Providers**  
You cannot owe Duke Energy or Enbridge Gas. If you owe past due balances, you must pay those prior to signing a lease so that you can get your new accounts turned on within 24 hours of lease signing.
- Security Deposit**  
\$200.00 Security Deposit must be paid at time of lease signing along with prorated rent.
- Pet Deposit & Pet Information Requested**  
A pet policy must be reviewed and signed, and you must submit all vet records including breed, sex, spay/neuter evidence, current weight, and expected weight at full growth **BEFORE** we will approve your pet. **Once we approve your pet, you must pay a \$100 refundable deposit PLUS a \$150 nonrefundable fee.** Failure to do all of the above will result in the denial of the addition of a pet.
- Signed General Release Form**  
Each individual 18 years or older within the family must sign a release form.