



Program Fund Request Cover Sheet

Completed ALIP Applications must include all of the following documentation:

- 1. Program Fund Request Cover Sheet (Signed by Housing Subsidy Provider) _____
- 2. ALIP Security Deposit Disposition & Program Fund Request Form (Signed by Landlord) _____
- 3. ALIP Landlord Participation Agreement (signed by Landlord) _____
- 4. Landlord (W-9) – (Required for Payment from ADOH) _____
- 5. Copy of Lease covering period of damages or vacancy _____
- 6. Damages Documentation
 - a. Less than \$300
 - i. Move In Inspection, Pictures/Documentation of Damages _____
 - b. Greater than \$300
 - i. Move In Inspection, Pictures/Documentation of Damages _____
 - ii. Third party or professional estimate or repair invoices _____
- 7. Vacancy or Holding Documentation
 - a. Vacancy: Documented dates of non-payment, eviction or abandonment _____
 - b. Holding: Documentation from Landlord holding unit vacant _____

I certify that all documents are included in this packet. As the Housing Subsidy Provider, I have reviewed the request and certify that the application is complete and meets the criteria of the AZ Landlord Incentive Program (ALIP).

Housing Subsidy Provider Organization Name _____ Date _____

Housing Subsidy Provider Representative (Signature, Printed Name, Title) _____

Representative Contact Information – (E-mail, phone number)