



Status Information Request Form

*NAME: _____ *SSN: _____
*ADDRESS: _____ PHONE: _____
*Apt# _____ DOB: _____
*City, ST, Zip _____ * required information

This form is for applicants ALREADY on one of our Waitlists ONLY

Q: How can I find out my position on the Wait List?

A: Our system is a random based lottery system and there is not a place that you hold nor a ranking number you are assigned. If you would like information about your assigned preferences or the number of points you have, you must request this information in writing by downloading a Status Information Request Form from our website at www.MarinHousing.org. Or you may request, in writing that one be mailed to you or you may come into our Main Office at 4020 Civic Center Drive, San Rafael to pick up one. When returning your request please note on the envelope: Attn - Records.

Q: How do I let you know if something in my personal situation changes?

A: To update your information, you must do so in writing by submitting a Wait List Update Form. You can find a Waitlist Update Form on our website at www.MarinHousing.org. Or you may request, in writing that one be mailed to you or you may come into our Main Office at 4020 Civic Center Drive, San Rafael to pick up one. When returning your request please note on the envelope: Attn - Records.

Q: How is the order of the Wait List established?

A: Applicants are grouped by point value and those with the highest point value have highest priority. When vacancies occur or vouchers are available then a lottery selection process is indicated. No one has a number and it is impossible to bypass the system predict when any one person's name might be selected for pre-screening.

Q: How will Marin Housing notify me when my name is pulled for processing?

A: You will be contacted by mail. If you move after submitting an application, it is your responsibility to notify Marin Housing in writing of your new address and telephone number. ***This may be the most important thing you can do while waiting for your name to be pulled.*** If you fail to do so, and we receive returned mail with no forwarding address, your application will be withdrawn from the Wait List.

I have read the above and fully understand that I do not have a numbered position on the Waiting List and my status does not change unless I change my preference points.

Please sign your name above

MAIL YOUR REQUEST TO:

Date

Marin Housing Authority
4020 Civic Center Drive
ATTN: RECORDS
San Rafael, CA 94903
415/491-2525
(FAX) 415/472-2186
(TDD) 1-800-735-2929

