

How do I apply for an available APCA managed long term rental unit? (You must be logged in)

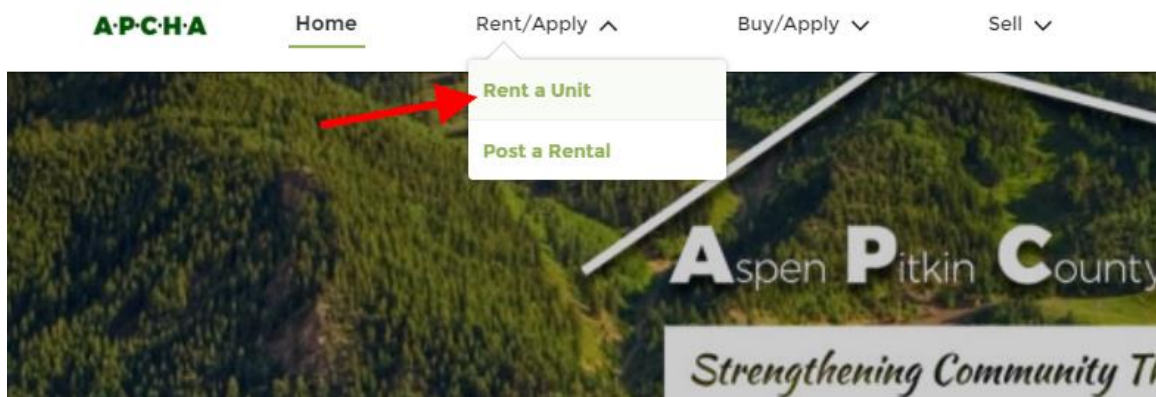
In this process, you will begin on the APCA Community page by logging in (for information on how to log in, please see “Create an Account”). You will follow these steps and then, if you are eligible, you will receive an email to which you will have to respond, to continue.



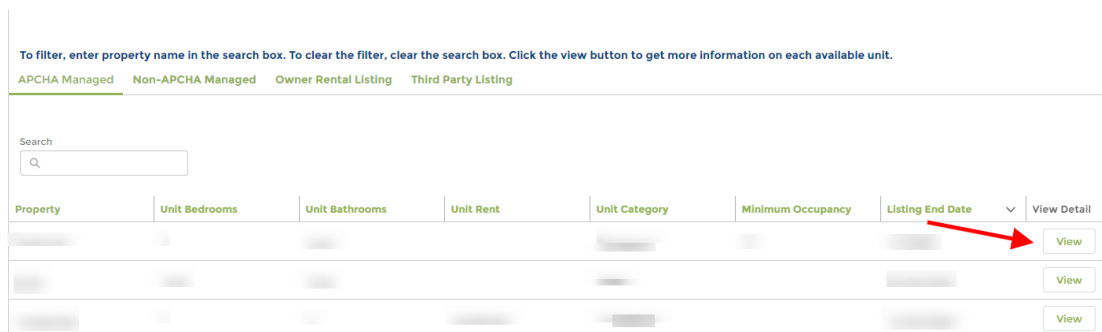
Want a Visual?

[View the instructions here.](#)

1. Click on the Rent/Apply drop down and click on “rent listing.”



2. Under the APCA Managed tab click “view” on the unit you are interested in.



3. Click on “submit interest” to sign up for available unit, you will then be prompted to login to your account. If you don’t have an account, follow the “how do I create an account” steps [here](#).

<p>Households interested in APCA managed rental property, must verify their work history. The household with the longest work history, will be chosen. Click the "Submit Interest" button to proceed. You will need to log in or create an account, then document your work history with W2s.</p> <p style="text-align: right;">Submit Interest</p>		
<p>Will I Qualify? Interested to see if you are eligible for APCA? Click on the 'Check' button to see. *Passing this eligibility does not guarantee approval of an application.</p> <p style="text-align: right;">Check</p>		
<p>Refer Rental Guides For more information on the APCA renting process please click Explore.</p> <p style="text-align: right;">Explore</p>		

Occupancy	Bedroom	Bathroom
	1	1
2-Person Household	\$75,150.00	
4-Person Household	\$93,950.00	

- Once signed in click on the “check eligibility button” to see if you meet the general requirements.

Click the 'Check Eligibility' button to see if you meet general APCA requirements.



- To be eligible you must work 1,500 hours in Pitkin County and occupy the unit at the Primary residence. You or anyone in your household CANNOT own residential property in the ownership exclusion zone.

Qualification Questionnaire

Step 1: Select Application Type

Application Type
 Long Term Rental

Step 2: Answer the following questions for your household. Check the box if the answer is yes.

Do you work full-time (1500 hours per calendar year) in Pitkin County?	<input checked="" type="checkbox"/>
Do you or anyone in your household own developed residential real property within the Ownership Exclusion Zone (see APCHA website for boundary zone)?	<input type="checkbox"/>
Will you occupy the unit as your primary residence?	<input checked="" type="checkbox"/>

- Once you are eligible, you will be directed to the submit interest tab. You must fill out household size, employment type and earliest employment start date. Click on “submit interest”

Submit Interest

✓
Submit Interest
Case Details

Submit Interest

[Click here for additional Info](#)

Please make sure all required fields are filled out before hitting "submit interest"

* Applicant A Name * Employment Type

* Number of persons living in unit * Earliest Employment Start Date

- Once completed you will be directed to the “case details” tab and that will show your case number and status.

Please find your case details below:

Case Number:

Status: Interest Submitted

Thank you for submitting your interest. Upon closure of the listing, APCHA property management staff will validate the household with the longest, full-time, consecutive employment and Pitkin County and begin the unit offering process.