



OPERATION COVID-19 BASIC NEEDS ASSISTANCE

(Mortgage, Rent & Utilities)

Monday, Tuesday and Thursday: 9:00am - 3:00pm

Wednesday: 3:00pm - 6:00pm

BY APPOINTMENT ONLY

Appointments will be scheduled by **CRC only**. To schedule an appointment go to www.crcnet.org or call 785-233-1365. If appointment is scheduled by phone, we will send you the application and checklist form via email.

Appointments are estimated to last 45 minutes to 1 hour. Walk-ins will be scheduled an appointment for the next available date/time (**NO** exceptions).

Please arrive on time for your appointment. There will be a 5 minute grace period and then your appointment will be rescheduled.

You must bring all required documents (listed below) at the time of the appointment. No electronic copies of documents will be accepted. If you are lacking information/documentation, your appointment will be rescheduled.

DOCUMENT CHECKLIST:

- ID or Drivers License
- Social Security Number for everyone in household
- Rent Lease/Mortgage Statement
- Past 30 days pay stubs OR SSI/SSDI OR Unemployment Statement
- Current Utility Bills

Call our office at 785-233-1365 for further questions or concerns.

