



9900 Willows Rd. N.E. – Redmond, WA 98052

APPLICATION FOR FINANCIAL ASSISTANCE
A Ministry of Overlake Christian Church

1. Can I get help from the Aid & Assistance ministry?

- a. Funds for financial aid are supported by monthly offerings of those who attend OCC.
- b. Emergency financial assistance will only be paid towards **utilities, rent or mortgage payments.**
- c. Our primary objective is to assist those who regularly attend Overlake Christian Church, however, you do not have to be a regular attender to be considered for assistance.
- d. If you are not a regular attender, you may request emergency assistance if you reside in one of the following postal code areas:

Bothell	98011, 98021, 98041, 98052	Kirkland	98033, 98034, 98083
Redmond	98052, 98053, 98073	Woodinville	98072

- e. If you are not a regular attender of OCC and do not live in one of the above postal code areas, you may submit an application with the understanding that it may not be processed. **If you are not called within two weekends, you will know that your application is not being processed.**
- f. OCC may contribute up to \$100 for emergency aid to those who are not regular attenders.

2. How to apply for assistance.

- a. Complete both sides of the application (**only available at the church office**). Leave it with the receptionist or mail to address at top.
- b. **Application cut-off date for each week is Wednesday at Noon.**
- c. You will be called Sunday afternoon or early evening following the Wednesday cut off date, with an appointment time to come to the church for an interview on the following Monday or Tuesday **MORNING.**
- d. You are required to bring to your interview:
 - A copy of your lease for rent assistance
 - Copy of utility statements
 - Mailing addresses
 - Household budget
- e. It is your responsibility **before** your interview, to check with your mortgage company/landlord to see if they will accept a partial payment from Overlake Christian Church.
- f. All questions you have about the application will be covered at the time of your interview only.
- g. Checks are mailed to landlord, mortgage or utility companies on the Thursday following your interview.
- h. You may call 425.702.0303 on Thursday following your interview and the receptionist will let you know, if you have received help.

Other helpful information:

3. I have received a THREE-DAY EVICTION NOTICE, what should I do?

- a. Contact your landlord immediately and explain what you are doing to get the money to pay your rent.
- b. Ask for a payment plan to resolve your problem.
- c. Ask if late fees can be waived.
- d. You have approximately three weeks before you can be evicted from your apartment or house.

4. I have received a SHUT-OFF NOTICE for my electricity or water. What should I do?

- a. Contact your utility immediately and ask for a plan to catch up on your monthly payment.
- b. Ask how long you have to resolve the situation.
- c. Ask what resources are available to help you.
- d. Prior to submitting your application to us, contact one of these **Hope Link branches: Kirkland – 425.889.7880, Northshore – 425.485.6521, Redmond – 425.882.0241**, as they may have immediate funds to help you.
- e. Include copy of shut off notice and recent statement with your application.

5. One of my utilities has been shut off. What should I do?

- a. Contact your utility immediately and determine the minimum amount required to have service resumed.
- b. Ask if turn on fees can be waived.
- c. Prior to submitting your application to us, contact one of these **Hope Link branches: Kirkland – 425.889.7880, Northshore – 425.485.6521, Redmond – 425.882.0241**, as they might have immediate funds to help.
- d. Attach copies of billing statements and any information.

Additional Community Resources:

Overlake Service League 425.451.1175

Catholic Community Services 800.872.3204

R.O.A.R. (King County) 206.634.1977

Salvation Army (Eastside) 425.452.7300

St. Vincent DePaul 206.767.6449

Emergency Shelter Possibilities:

King County area – dial 211 from a touchtone phone

Snohomish County – 800.223.8145

Pierce County – 800.572.4357