

FAX COVER LETTER - RENTAL ASSISTANCE APPLICATION

TO: Catholic Charities Houston Rental Assistance Program FAX: 713-874-6531 **PHONE:** 713-526-4611

FROM: Thurman Earl Robinson Jr. **DATE:** December 28, 2025 **PAGES:** 15 (including cover)

RE: EMERGENCY RENTAL ASSISTANCE APPLICATION - IMMINENT EVICTION

URGENT: This application requests emergency rental assistance to prevent eviction scheduled for December 29, 2025. Please expedite processing due to critical timeline.

APPLICANT: Thurman Earl Robinson Jr. **ADDRESS:** 15455 Point Northwest Blvd. W. 1410, Houston, Texas **PHONE:** [Insert your phone number] **EMAIL:** terobinsony@gmail.com

REQUEST AMOUNT: \$1,930 (1 month rent to prevent eviction)

ENCLOSED DOCUMENTS: 1. Rental Assistance Application Letter (2 pages) 2. California Driver's License D5309598 (1 page) 3. Social Security Card copy (1 page) 4. Eviction Notice from landlord (1 page) 5. Rent Ledger showing \$1,930 past due (1 page) 6. TXU Energy bill - proof of address (1 page) 7. Frontier Utilities bill (1 page) 8. Death Certificate - Thurman Robinson Sr. (1 page) 9. Court Dismissal Documents (2 pages) 10. Medical Disability Documentation (1 page) 11. Tax Preparation License PTIN (1 page) 12. Bank Statements last 3 months (1 page) 13. Employment Verification - Tax Season (1 page)

TOTAL PAGES: 15

CONTACT FOR QUESTIONS: Thurman Earl Robinson Jr. Email: terobinsony@gmail.com Phone: [Insert your phone number] Available: Monday-Friday 9am-5pm

Thank you for your urgent attention to this matter.

If you experience any transmission issues or missing pages, please contact immediately at the phone number above.