Checking your Waiting List status

- If you filed an electronic application, navigate to www.waitlistcheck.com and enter your user name and password when prompted.
- If you filed a paper application you can still check your waiting list status by clicking "Don't have an account". Enter your year of birth and social security number when prompted.
- You will see your position number on the waiting list (highlighted below). Your number should decrease monthly as we reach applicants ahead of you on the waiting list. We will renumber the list during the first week of each month. You will not be able to see changes until after the list is renumbered.



- It is nearly impossible to determine how long it will take for you to reach the top of the list. However, to give you a rough estimate, you can assume we will reach between 15-20 people per month. That means that if you are number 100 on the list you may be reached within the next 6-7 months.
- The number of applicants that we canvas monthly will change over time depending upon the number of available vouchers. If our program is full, we may not canvas applicants until there is availability in the program. In this case, you will see your number decrease more slowly.
- You must report all changes to your household income, contact information or family composition.
- You will be contacted by mail when your number reaches the top of the list. We will ask you to forward updated information so we can determine final eligibility for the program. Once your eligibility is determined, you will be scheduled for a briefing where you will receive the paperwork needed to begin searching for a unit of your choice.

• If you are unable to access your account or are have questions about your status, we will answer your questions on the 3rd Monday of each month ONLY. Calls regarding your status WILL NOT be returned unless it is the 3rd Monday of the month. The phone number to call is 585-421-3243. Again, we will not answer questions about the waiting list mid month and will just direct you to call us on the 3rd Monday.

Please email changes to waitinglist@fairportny.com