

Application for Housing

Please complete one application per household

OFFICE USE ONLY, DATE & TIME RECEIVED:
HHID:
Payment Received:

Unit Size Requested? _____

When would you like to move in? _____

How did you hear about us? _____

Contact Information

Primary Mailing Address:

_____ Primary Email Address

_____ Primary Phone Number Cell Home Work

_____ Secondary Phone Number Cell Home Work

Street Address Apt #

City State Zip

Household Composition

List all persons, adults and minors under the age of 18, who will live in the unit and be included in the household.

Name	Relationship to head	Marital Status	Birth Date MM/DD/YYYY	Age	Social Security number	Student YES/NO
	Head of Household					

Use the following codes for marital status:

NM – Single and Never Married **M** – Married **D** – Divorced **L** – Legally Separated **E** – Estranged **W** - Widowed

No one else can join the household without prior management approval

Is this the entire household to occupy the unit? Yes No

If no, please explain: _____

Do you plan to have anyone living with you in the future who is not listed above (pregnancies, etc.)? Yes No

If yes, please explain: _____

Do you anticipate any other changes to your household in the next 12 months? Yes No

If yes, please explain: _____

Do you have full custody of any child(ren) listed above? N/A Yes No

If no, please explain: _____

Are any household members foster children or foster adults? Yes No

If yes, who? _____



Are any household members temporarily absent? (Examples: away at school; temporary, out-of-state work assignment; in hospital or rehab facility for limited or fixed duration) Yes No

If yes, who? For how long?

Are any household members permanently confined to a hospital or nursing home? Yes No

If yes, who?

Will anyone in your household require a live-in care attendant? Yes No

If yes, who?

Does anyone in the household need any specific features or unit designs such as wheelchair accessibility, visual aids (Braille) or Apparatus for hearing assistance? Yes No

If yes, describe:

Would any household members benefit from or require a reasonable accommodation or modification? Yes No

If yes, describe:

Income

To be clear about program definitions, we will now go over a checklist of household income. Program rules require you to disclose the following income:

- ✓ All income for the head of household, co-head, or spouse, regardless of age
- ✓ Earned (employment) income of household members age 18 and older
- ✓ Unearned income (Social Security, etc.) for everyone in the household, regardless of age
- ✓ The first \$480 of annual earned income for full-time students age 18 and older

Report all income and management will determine whether it should be counted for certification purposes.

Contributions from Friends & Relatives | Please keep these answers in mind when completing the income checklist.

Do friends, relatives or other outside sources other than government entities:

Give anyone in the household money on a regular basis? Yes No

Make payments or pay bills on behalf of anyone in the household on a regular basis? Yes No

Give anyone in the household necessities (**excluding food**), and other regularly consumed items? Yes No
(Such as clothing, diapers, household products, alcohol, cigarettes, etc.)

Various types of income are listed on the following page. If anyone in the household receives a type of income listed below, please check yes and provide an estimated amount and frequency for each member who receives that type of income. Specify household members by labeling the top of each column. Use one column per member. If more than five household members, it is acceptable to list two household members with no income together in a column.

Do not leave any of the income types blank.

By checking no, you are certifying that no one in the household receives that type of income.

Household Member:

Contributions from Friends/Relatives	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Supplemental Security Income (SSI)	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Social Security Disability Ins. (SSDI)	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Social Security	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Employment	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Unemployment	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
TANF/Public Assistance	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Child Support	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Alimony	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Pension/Annuity	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Workman's Compensation	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Veterans Benefits	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Military Pay	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Net Income from Business	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Disability	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Other Income	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$
Education Grants or Scholarships*	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$	\$	\$

* Do not include Student Loans

Assets

If anyone in the household owns an asset listed below, please check yes and provide the name of the member(s) who own the asset(s) and the name of the bank or financial institution the asset is with. **Do not leave any of the asset types blank.**

Please list household member(s) and financial institution(s):

Checking Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Savings Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Retirement Accounts: 401K; 403B; IRA; Keough; etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Money Market Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Certificates of Deposit	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Stocks	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Bonds	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Mutual Funds	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Trust Accounts	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Whole or Universal Life Insurance	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____

Does anyone in the household own and/or receive benefits or wages on prepaid debit cards? Yes No

If yes, please indicate, if any, which benefits (TANF, Social Security) or wages are paid through debit cards:



Does anyone in the household own a house, condo or other form of real estate? Yes No

If yes, please explain:

Please provide the address:

Please provide the name of the mortgage lender:

Does anyone in the household receive rental income from real estate? Yes No

Has anyone in the household sold or disposed of any real estate in the last 2 years?
**Do not include foreclosures, short sales or bankruptcies.* Yes No

If yes, please explain:

Has anyone in your household disposed of any other assets in the last 2 years? (Examples: Given away money to relatives, irrevocable trust account). **Do not include normal sale of items for market value* Yes No

If yes, please explain:

Excluding necessary personal property such as cars, furniture, clothing, etc., does anyone in your household have any other assets (items of value held as an investment that may be turned into cash) not listed above? Yes No

If yes, please list:

Residential History & Verification References

A verification of residency must be available for all addresses lived in by all adult applicants for 36 months prior to the application date. Please use the additional address spaces to provide information on previous addresses within the past 36 months or for separate addresses of other adults.

Current Address

Full Address:

Who resides here:

Own Rent Landlord's Name:

Email:

Move-in Date:

Phone:

Fax:

Additional Address

Full Address:

Who resided here:

Own Rent Landlord's Name:

Email:

Move-in Date:

Move-out Date:

Phone:

Fax:

Additional Address

Full Address:

Who resided here:

Own Rent Landlord's Name:

Email:

Move-in Date:

Move-out Date:

Phone:

Fax:

Additional Address

Full Address:

Who resided here:

Own Rent Landlord's Name:

Email:

Move-in Date:

Move-out Date:

Phone:

Fax:

Additional Address

Full Address:	Move-in Date:
Who resided here:	Move-out Date:
<input type="checkbox"/> Own <input type="checkbox"/> Rent Landlord's Name:	Phone:
Email:	Fax:

Additional Address

Full Address:	Move-in Date:
Who resided here:	Move-out Date:
<input type="checkbox"/> Own <input type="checkbox"/> Rent Landlord's Name:	Phone:
Email:	Fax:

To facilitate verification of the various factors of eligibility please provide the contact information for any employers, sources of contributions or informal support, pension/annuity providers, and other sources of income and assets.

Contact Information for Verification of:	for household member:
Name of Contact:	Phone:
Email:	Fax:
Full Address:	

Contact Information for Verification of:	for household member:
Name of Contact:	Phone:
Email:	Fax:
Full Address:	

Contact Information for Verification of:	for household member:
Name of Contact:	Phone:
Email:	Fax:
Full Address:	

Contact Information for Verification of:	for household member:
Name of Contact:	Phone:
Email:	Fax:
Full Address:	

Contact Information for Verification of:	for household member:
Name of Contact:	Phone:
Email:	Fax:
Full Address:	



Miscellaneous

Are any members of the household subject to a Lifetime Sex Offender Registration in any state?

Yes No

Please list all states where any members of the household have resided:

Vehicle & Pet Information

Please provide the following information for vehicles owned or operated by household members:

Year	Vehicle Make	Model	Color	License Plate

Does anyone in the household have a pet?

Yes No

If **yes**, please provide the number of pets in the household: _____ and the information requested below:

Type	Color	Breed	Weight	Date of Rabies Shot

Prospective Resident Consumer Report Authorization

I hereby affirm that my answers on this application to lease are true and correct and that I have not knowingly withheld any fact or circumstance, which would, if disclosed, affect my application unfavorably. I authorize you to secure from **TransUnion**, a consumer reporting agency, an investigative consumer report. This report may contain but would not be limited to a consumer credit report, a criminal history records investigation, and verification of my residences, employments and income.

I authorize **TransUnion** to verify any and all information contained in this application and to inquire into my character, general reputation, personal characteristics and mode of living, and I release all concerned from liability, in right, under the federal Fair Credit Reporting Act (FCRA), Section 606(B) to make written request of you and **TransUnion**, within a reasonable time, for a complete and accurate receipt of the summary of consumer rights required by Section 609 of the FCRA, entitled, A Summary of Your Rights Under the Fair Credit Reporting Act.

Certification

Certification by Applicant(s): I/we understand I/we must pay a security deposit for this apartment prior to occupancy. I/we certify that the housing I/we will occupy is/will be my/our permanent residence.

I/we understand that eligibility for housing will be based on the funding program and housing agency's eligibility criteria and this community's resident selection criteria. I/we understand that this application in no way ensures occupancy and that my/our application can be rejected based on the applicant screening criteria listed in the Resident Selection Criteria.

I/We have understood and answered all questions on this rental application. I/We certify that all answers are true to the best of My/Our knowledge and that any misrepresentations of information or any omission of any significant information or false statements are punishable under Federal Law and could be grounds for cancellation of this application or termination of residency after occupancy.

<i>Head of Household's Signature</i>	<i>Date</i>	<i>Other Adult Member's Signature</i>	<i>Date</i>
<i>Spouse or Co-head's Signature</i>	<i>Date</i>	<i>Other Adult Member's Signature</i>	<i>Date</i>
<i>Other Adult Member's Signature</i>	<i>Date</i>	<i>Other Adult Member's Signature</i>	<i>Date</i>

We do business in accordance with the Federal Fair Housing Law

