

RENTAL APPLICATION

PLEASE COMPETE ALL SECTIONS.

If items do not apply, mark "N/A" for not applicable. People age 18+ must complete their own application.

Last Name —		First Name		Middle	Name
SSN —	DOB	Age	Gender		Phone
Email		Drivers Lic	ense #		State Issued
Martial Status	Single Married	☐ Widowed ☐ Sep	arated D	ivorced	How many times?
Race (check all that apply)		ack or African American or Other Pacific Islander			rican Indian or Alaskan Native er not to answer
Ethnicity Hispan	ic or Latino	lispanic or Latino 🔲 Pr	efer not to ans	wer	
Are you a student?	□ No □ Yes □	Part-Time Full-Tim	e School		
-2 OTHER OCCU	ΙΡΔΝΤS		If no other o	ccupants, com	plete N/A for Occupant #2 Full Name
OCCUPANT #2	JI AIVIO		11 110 011101 00	oupanto, com	ploto 1477 (101 Goodpant #2 1 dii 1 dan o
					_ DOB
Gender	Re	elationship		_ SSN _	
OCCUPANT #3					
Full Name					_ DOB
Gender	Re	elationship		_ SSN _	
OCCUPANT #4					
Full Name					DOB
Gender	Re	elationship		_ SSN _	
OCCUPANT #5					
					_ DOB
Gender	Re	elationship		_ SSN _	
OCCUPANT #6					
Full Name					_ DOB
Gender	Re	lationship		_ SSN	





CURRENT ADDRESS Date of Residency	(month/year) to Present Monthly Amount \$
·	
	partment Lease Home Other
	Landlord/Mortgage Company Phone
	p Is landlord a relative? No If yes, list relationship
<u> </u>	/es Name & Reason
PREVIOUS ADDRESS Date of Residence	/ (month/year) to Monthly Amount \$
,	
	partment Leased Home Other
	Landlord/Mortgage Company Phone
	p Was landlord a relative?
	was landlord a relative?
is your lease in any other name: No	res Name a neason
- 4. EMPLOYMENT INFORMATION	If not currently employed, complete N/A for Current Compar
CURRENT COMPANY	Date of Employment to Prese
	Wage Phone Fax
•	Supervisor's Title
Supervisor's Email	Is this job seasonal or temporary Yes No
	bates of Employment to
	Wage Phone Fax
<u> </u>	Supervisor's Name Supervisor's Email
Supervisor's Title	Supervisor's Email
- 5. OCCUPANCY REQUIREMENTS	3 / OTHER REQUIRED INFORMATION
# of Bedrooms Needed Date Needed	How did you hear about us?
Do you receive Section 8? No Yes C	aseworker
COMPLETE EACH OF THE BELOW ST	ATEMENTS
NO YES ☐ ☐ I expect additions to our household within the content of the conten	e next 12 months. Details
☐ ☐ There are absent household members that	would normally live with me. Details
☐ ☐ I have special needs. Details	
☐ ☐ I have or anticipate having pets other than	a service animal. Details
	en listed on the application. Details
	a rental unit of any type. Details
	contract. Details
·	elated crime. Details
L	Gallon Stiffle. Betalin

6. ADDITIONAL INFORMATION ————		
EMERGENCY CONTACT Name	Relationship	Phone
Address/City/State/Zip		
In the event of a serious illness or death of resident, the above person n	ay enter, remove and/or store all contents	s found in the dwelling, common areas or mailbox.
In the event of a serious illness or death of resident, the above person ma	y not enter, remove and/or store all content	ts found in the dwelling, common areas or mailbox.
VEHICLE (Car/Truck/SUV/Motorcycle)		
VEHICLE (Car/Truck/SUV/Motorcycle)	Make/Model/Color	
PETS Do you have a pet? (Management Approval	Required) No	es Number of Pets
Description of Pets (Name/Type/Breed/Weight)		ivamber of rets
 7. APPLICATION FEE AND SIGNATURE CI 		
Applicant has submitted the sum of \$ we receipt of which is acknowledged by Management. S		
disapproved by Management or canceled by the appli		
of processing the application as furnished by the a	pplicant. This application, alo	ong with an applicant questionnaire
completed by each adult in household, must be completed	ted in total and signed before	it will be processed by Management.
I certify that answers given herein are true and complete	o the best of my knowledge. I a	uthorize verification or investigation of
all statements contained in this application via consumer		
means. Such authorization does not require the owner of any of the above inquires shall entitle owner to reject this	_	_
reject this application, (2) retain the application fee(2) an	d deposit(s) as liquidated dama	ges for owner's time and expenses of
processing this application and (3) terminate resident's ri		
furnish information to consumer reporting agencies abo may be reported at any time and may include both favo	·	
with the lease, rules and financial obligations. Owner and	or Property Manager have no d	uty to provide emergency care or give
notice emergency to any person and shall not be liable to	applicant, Resident, any occu	pant, or any guest for failure to do so.
You have applied to live in an apartment that is govern	ned by the Low Income Housir	ng Tax Credit program. This program
requires us to certify all of your income, asset, and elig		
Program requirements state we must verify each incondetermine this prior to granting your eligibility, and if suc		9 .
determine the prior to granting your originality, and it out	ri onglomity to grantou, odori odo	rocquerte your you romain in the unit
Management has collected all the required identifying information	mation for each household memb	pers. This includes Birth Certificates, DL
and/or Social Security cards on all household members.		
Management Initials:		





APPLICATION AGREEMENT:

The following Application Agreement will be signed by you and all co-applicants prior to signing a Lease Contract. While some of the information below may not yet apply to your situation, there are some provisions that may become applicable prior to signing a Lease Contract. To continue with this application, you'll need to review the Application Agreement carefully and acknowledge that you accept its terms.

- 1. Lease Contract Information. The Lease Contract contemplated by the parties will be the current Lease Contract. Special information and conditions must be explicitly noted on the Lease Contract.
- 2. Approval When Lease Contract Is Signed in Advance. If you and all co-applicants have already signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of our approval, and we will schedule lease signing.
- 3. Approval When Lease Contract Isn't Yet Signed. If you and all co-applicants have not signed the Lease Contract when we approve the Application, our representative will notify you (or one of you if there are co-applicants) of the approval, and schedule a Lease signing, and collect the security deposit at the lease signing.
- 4. If you Fail to Sign Lease Contract After Approval. Unless we authorize otherwise in writing, you and all co-applicants must sign the Lease contract within 3 days after we give you our approval in person or by telephone or within 5 days after we mail you, our approval. If you or any co-applicant fails to sign as required, we may terminate all further obligations under this Agreement.
- 5. If You Withdraw Before Approval. If, before signing the Lease Contract, you or any co-applicant withdraws an application or notifies us that you've changed your mind about renting the dwelling unit, we'll be entitled to retain all application fees, and the parties will then have no further obligation to each other.
- 6. Approval/non-approval. We will notify you whether you've been approved within 10 days after the date we receive a completed Application. Your application will be considered "disapproved" if we fail to notify you of your approval within 10 days after we have received a completed Application. Notification may be in person or by mail or telephone unless you have requested that notification be by mail. You must not assume approval until you receive actual notice of approval. The 10-day period may be changed only by separate written agreement.
- 7. If you or any co-applicant is disapproved or deemed disapproved under Paragraph 6, the application fee is non-refundable.
- 8. Extension of Deadlines. If the deadline for signing or approving under paragraphs 4 or 6, falls on a Saturday, Sunday, or a state or federal holiday, the deadline will be extended to the end of the next business day.
- 9. Keys or Access Devices. We'll furnish keys and/or access devices only after:(1) all parties have signed Lease Contract and other rental documents; and (2) all applicable rents and security deposits have been paid in full.
- 10. Application Submission. Submission of a rental application does not guarantee approval or acceptance. It does not bind us to accept the applicant or to sign a Lease Contract.

DISCLOSURES

- 1. Application Fee (Non-Refundable). You agree to pay to our representative the non-refundable application fee in the amount indicated in paragraph 2. **Payment of the application fee does not guarantee that your application will be accepted.** The application fee partially defrays the cost of administrative paperwork. It is non-refundable.
- 2. Fees Due: Your Rental application will not be processed until we receive your completed application (and completed application of all coapplicants, if applicable), and the following fees:
 - 1. Application Fee (non-refundable): \$_____
- 3. Completed Application. Your Rental Application for Residents and Occupants will not be considered "completed" and will not be processed until we receive the following documentation and fees:
 - 1. Your completed Rental Application.
 - 2. Completed Rental Application for each co-applicant (if applicable);
 - 3. Application fees for all applicants.
- 4. Notice to or from Co-Applicants. Any notice we give you or your co-applicant is considered notice to all co-applicants; and any notice from you or your co-applicant is considered notice from all co-applicants.

THIS APPLICATION IS NOT A RENTAL AGREEMENT, CONTRACT OR LEASE. ALL APPLICATIONS ARE SUBJECT TO THE APPROVAL OF THE OWNER OR MANAGING AGENT.

Signature of Applicant	Date	Signature of Management	Date



		INCOME CERTIFICATION QUESTIONNAIRE (*NOTE: A separate questionnaire must be completed by each adult memb	er of the household)
NAME	:		
□ In	itial Cer	tification Recertification Addition of Household Member	
RENT YES	AL ASS No	ISTANCE	
1. 🗆		I receive Section 8 Housing Choice Voucher rental assistance. If yes, list the housing authority below.	Note: This is not counted as household income.
		Housing Authority Name	
2. 🗆		I receive another form of federal or state rental assistance (not Section 8). If yes, list the housing authority or entity that provides the rental assistance below.	Note: This is not counted as household income.
		Program Name Organization providing rental assistance	
	IE INFOR	MATION me sources, including unearned income of minors.	
YES	NO NO	me sources, incrauling uncurrica income of minors.	MONTHLY GROSS INCOME
3. 🗆		I am self-employed. (List nature of self-employment). This includes but is not limited to: 1099-contractors, rideshare companies (e.g., Uber, Lyft), app-based delivery services (e.g., DoorDash, Grubhub, Shipt, etc.), other gig economy jobs, multi-level marketing companies (e.g., Mary Kay, Total Life Changes, Avon, etc.), social media income (e.g., YouTube, TikTok, etc.), etc. List types: 1) 2) 1	(Use <u>net</u> income from business) \$ \$
4. 🗆		I have a job and receive the following types of pay. Include income earned as a seasonal worker or day laborer. Check all that apply: Wages Salary Overtime pay Commissions Tips (reported) Bonuses Other compensation List the businesses and/or companies that pay you: Name of Employer 1) 2)	\$







YES NO MONTHLY GROSS INCOME

5. □	I receive recurring cash contributions or gifts from persons not living with me, including but not limited to payments for rent, utilities, cell phone, transportation, etc. *Do <u>not</u> count birthday or holiday gifts or nonmonetary items received from a food bank or similar organization.	
	Name of Person Providing Contribution	
	1)	\$
	1)	\$
	2)	\$
6. □	I receive unemployment benefits.	
		\$
7. □	I receive Veteran's Administration, GI Bill, or National Guard/Military	
	benefits/income.	\$
8. □	I receive periodic Social Security, Supplemental Social Security Income	
	(SSI), or Social Security Disability Insurance (SSDI) payments	\$
9. 🗆	The household receives <u>unearned</u> income from family members age 17 or under (example: Social Security, Trust Fund disbursements, etc.).	\$
10. □	I receive disability or death benefits other than Social Security.	
		\$
11. 🗆	I receive periodic payment from lottery winnings.	
		\$
12.□	I receive Public Assistance Income (examples: TANF)	
	DO NOT INCLUDE FOOD STAMPS	\$
13. □	I receive child support payments through court order or other agreement.	
	If yes, from how many persons do you receive support?	\$
		(amount received)
14. □	I receive alimony/spousal maintenance payments	
17.	Treceive anniony/spousar mantenance payments	\$
		(amount received)
15. □	I receive periodic payments from trusts, annuities, inheritance, retirement	(uniount received)
13. 🗆	funds or pensions, insurance policies, or similar periodic payments or	
	disbursements. If yes, list sources:	\$
		\$ \$
	1)	Φ
16.0	 I receive income from real or personal property.	(Use <u>net</u> earned income)
16. □	I receive income from real or personal property.	
		\$





YES	NO	I receive student financial assistance (Federal Pell Grants, Teach Grants,	
17. □		Federal Perkins Loans, other grants, scholarships, etc.).	\$ per semester
18. □		I am claiming zero income and will be required to complete a separate zero	
		income certification form if my entire household is claiming zero income	

ASSET INFORMATION

Include all asset sources, including assets of minors.

	INTEREST RATE	CASH VALUE
I have a checking account(s).		
# Of accounts held		
If yes, list bank(s)		CURRENT BALANCE
1)	%	\$
2)	%	\$
3)	%	\$
I have a savings account(s).		
# Of accounts held		CURRENT BALANCE
If yes, list bank(s)	%	\$
1)	%	\$
2)	%	\$
3)		
I have a digital wallet service(s) (e.g., Apple Pay / Apple		
Cash, Cash App, PayPal, Venmo, etc.)		
# Of accounts held		
If yes, list services(s)		CURRENT BALANCE
1)	%	\$
2)	%	\$
3)		\$
I have a pay card for direct deposit of benefits or prepaid		
debit card(s).		
# Of cards held		CURRENT BALANCE
1)		\$
2)		\$
		\$
I have a revocable trust(s)		
If yes, list bank		
		\$
	If yes, list bank(s) 1)	I have a checking account(s). # Of accounts held If yes, list bank(s) 1)





YES	NO		INTEREST RATE	CASH VALUE
24. □		I own real estate		
		If yes, provide description:		
				\$
		I intend to:		
		Keep Sell Rent Give Away Foreclose		
25. □		I own stocks, bonds, or Treasury Bills		
2012	_	If yes, list sources/bank names		
			%	•
		1)		\$
		2)		\$
•		3)		\$
26. □		I hold cryptocurrency/digital currency (e.g., Bitcoin,		
		Dogecoin, Ethereum, etc.)		
		If yes, list currency types		
		1)		\$
		2)	%	\$
		3)	%	\$
27. □		I have Certificates of Deposit (CD) or Money Market		
		Account(s).		
		# Of accounts held		\$
		If yes, list sources/bank names	%	\$
		1)	%	\$
		2)		
		3)		
28. □		I have a whole life insurance policy.		
2012	_	If yes, name of insurance company		\$
		in yes, name or insurance company		Ψ
		If yes, how many policies		
20. 🗆		I have cash on hand.		•
29. □				\$
30. □		I have received lottery winnings or other lump sum payments paid in one payment (not recurring periodic		\$
31. □		I have disposed of assets (i.e., gave away money/assets) for less than fair market value in the past 2 years. If yes,		
		list items and date disposed:		\$
		1)		\$
		2)		
32. □		I have a safe deposit box at a financial institution.		
		Name of institution:		\$
		Contonto		
		Contents:		

Revised 8/1/2024



YES NO		INTEREST RATE	CASH VALUE
33. 🗆 🗆	I receive payments through a crowdfunding platform (e.g., GoFundMe)		CURRENT BALANCE \$
34. 🗆 🗆	I have other non-necessary personal property, including but not limited to, recreational vehicles or boats not needed for day-to-day transportation, expensive jewelry without religious or cultural value or which does not hold family significance, collectibles such as coins or stamps, equipment or machinery that is not used to generate income for a business, or items such as gems/precious metals, antiques, artwork etc. Do not include necessary personal property such as, but not necessarily limited to, vehicles relied on for transportation, furniture, carpets, linens, kitchenware, common appliances, common electronics, clothing, personal effects that are not luxury items such as toys or books, wedding and engagement rings, jewelry used in religious/cultural ceremonies, medical equipment and supplies, health care-related supplies, musical instruments used by the family, personal computers or tablets, phones, professional tools of trade, educational materials, equipment to accommodate persons with disabilities, or exercise equipment If yes, list type below: 1) 2) 3) 3		\$
35. 🗆 🗆	I received a tax refund or refundable tax credit in the past 12 months.		AMOUNT RECEIVED \$
BEST OF MY KY CONSTITUTES	TIES OF PERJURY, I CERTIFY THAT THE INFORMATION PRES NOWLEDGE. THE UNDERSIGNED FURTHER UNDERSTANDS T AN ACT OF FRAUD. FALSE, MISLEADING, OR INCOMPLETE I OR TERMINATION OF THE LEASE AGREEMENT.	HAT PROVIDING FALSE I	REPRESENTATIONS HEREIN
PRINTED NAME	E OF APPLICANT/TENANT SIGNATURE OF APPL	ICANT/TENANT I	DATE

Revised 8/1/2024





AUTHORIZATION TO RELEASE		Date:			
INFORMATION		Number of pages including cover sheet:			
To be completed by property managem	ent office:				
The undersigned individual(s) has applied operated under federal affordable housing eligibility of all applicants and household the following form in full and return it to	ng regulations, which d members. In order the sender at your ear	to comply with fedeliest convenience.	eral regulations, please complete		
Verifications and inquiries that may be			Previous Residences and Rental		
Credit and Criminal Activity	Identity and Marital	Status	Activity		
Employment, Income, and Assets	Medical Allowances	S	Student Status		
The groups or individuals that may be requirements) include, but are not limit	ted to:		ation (depending on program		
Courts and Post Offices	Past and Present Em		Utility Companies		
Law Enforcement Agencies	State Unemploymen	_	Credit Providers and Bureaus		
Medical Providers	Veterans Administra		Welfare Agencies		
Retirement Systems Banks and Other Financial Institutions	Social Security Adm Previous Landlords		Internal Revenue Service		
To be completed by applicant/resident I/we agree that a photocopy of this authorization is on f the date signed. I/we understand that I that can be proven incorrect. The unde order to determine my/our eligibility for	ile in the manageme I/we have a right to r ersigned hereby auth	nt office and will sta eview my/our file an orizes the release of	ny in effect for two years from nd correct any information f any information requested in		
Applicant/Resident Name (Printed):					
Last 4 Digits of Social Security Number:					
Authorizing Signature:					
Co-Applicant/Co-Resident Name (Printed					
Last 4 Digits of Social Security Number:					
Authorizing Signature:					
Co-Applicant/Co-Resident Name (Printed Last 4 Digits of Social Security Number:	d):		•		



Authorizing Signature:

Authorizing Signature:



Co-Applicant/Co-Resident Name (Printed):

Last 4 Digits of Social Security Number:



DEMOGRAPHIC DATA COLLECTION FORM

Name of Property & Address:					D	ate:			
Data Collection for: Wait	List	T	enant		Applic	ant			
Please list All Members of your Household	d with Hea	d of House	ehold as #	‡1 :					
1.			5.						
2			6						
3			7						
4			8						
Ethnic Categories	Se	elect On	e Ethni	c Categ	ory for	EACH H	louseho	ld	
Household Member	1	2	3	4	5	6	7	8	
Hispanic or Latino									
Not Hispanic or Latino	Calaat	All De-	414	A I 4			l I - I D 4		
Racial Categories	Select	All Rac	es that	Арріу і	or Each	House	hold M	ember	
American Indian or Alaska Native									
Asian									
Black or African American									
Native Hawaiian or Other Pacific Islander White									
Other		<u> </u>							
Other Categories	P	Add Info	rmation	for Ea	L ich Hou	sehold	Member	<u> </u>	
Age (Senior Complex only)									
Disability ("Yes" or "No" for all over 5 yrs. of age	9)								
There is no penalty for persons who race and/or ethnicity information fo should sign and date below. Otherw	do not co	usehold.	If you	choose r					
Head of Household Signature			Adul	Co-Ter	nant Sigr	nature			
Adult Co-Tenant Signature			Adult	Co-Ten	ant Sign	ature			
Adult Co-Tenant Signature			Adult	Co-Ten	ant Sign	ature			



Instructions for the Race and Ethnic Data Reporting (Based on Form HUD-27061-H)

A. General Instructions:

This form is to be completed by individuals wishing to be served (applicants) and those that are currently served (tenants) in housing assisted by the Department of Housing and Urban Development.

Owner and agents are required to offer the applicant/tenant the option to complete the form. The form is to be completed at initial application or at lease signing. In-place tenants must also be offered the opportunity to complete the form as part of the next interim or annual recertification. Once the form is completed it need not be completed again unless the head of household or household composition changes. There is no penalty for persons who do not complete the form. However, the owner or agent may place a note in the tenant file stating the applicant/tenant refused to complete the form. Parents or guardians are to complete the form for children under the age of 18.

The Office of Housing has been given permission to use this form for gathering race and ethnic data in assisted housing programs. Completed documents placed in the household's file.

- 1. The two ethnic categories you should choose from are defined below. You should check one of the two categories.
 - **1. Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term "Spanish origin" can be used in addition to "Hispanic" or "Latino."
 - **2. Not Hispanic or Latino.** A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- 2. The five racial categories to choose from are defined below: You should check as many as apply to you.
 - **1. American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
 - **2. Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
 - **3. Black or African American.** A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black" or "African American."
 - **4. Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
 - **5. White.** A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

