Capernaum Place Preliminary Housing Application

PRELIMINARY APPLICATION FOR HOUSING
Low-Income Housing Tax Credit Property and/or HUD Subsidized Property

Please Print Clearly

This is a preliminary application for housing at:

Capernaum Place
30 Myrtle Court, Lawrence, MA 01841

Preliminary applications are used to pre-qualify prospective applicants for the waiting list as specified in the Tenant Selection Plan located at the management office. All applicants will be asked to complete a full application upon being selected from the waiting list and may be interviewed for housing only after the receipt of the full application.

Please complete all sections of this preliminary application. If a question is not applicable to you, please write “N/A” in that section. If all sections are not completed, the preliminary application will be returned to you for completion, and, as such, will not be placed on the waiting list. Everyone age 18 and over in the household as well as the Head, Co-head and Spouse must report all income and sign. Thank you for your assistance.

Applicant Name(s):

Address:

Street
Apt. #
City
State
ZIP

Daytime Phone: ____________________________
Evening Phone: ____________________________

BR’s in current unit: ____________________________
Do you □ RENT or □ OWN (check one)

Amount of current monthly rental or mortgage payment: ____________________________

Do you own any property? □ Yes □ No

Bedroom size requested: □ One □ Two □ Three

Do you need an accessible unit? □ Yes □ No
(This question is asked for the sole purpose of providing an equal opportunity to enjoy your housing.)

Do you require any accessible features in your unit? □ Yes □ No
PLEASE LIST ALL PERSONS WHO WILL RESIDE IN THE APARTMENT

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship to Head of Household</th>
<th>Birth Date</th>
<th>Social Security Number</th>
<th>Full Time Student? Y/N</th>
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Will all of the persons in the household be or have been full time students during five calendar months of this year or plan to be in the next calendar year at an educational institution (other than a correspondence school) with regular faculty and students? □ Yes □ No

If you answered yes to the above question please complete the following:

Are any full-time student(s) married and filing a joint tax return? □ Yes □ No

Are any student(s) enrolled in a job-training program receiving assistance under the Job Training Partnership Act? □ Yes □ No

Are any full-time student(s) a TANF or a title IV recipient? □ Yes □ No

Are any full-time student(s) a single parent living with his/her minor child who is not a Dependant on another’s tax return? □ Yes □ No

Do you file income tax returns? (If yes, please provide a copy with this application.) □ Yes □ No

Please list all sources of income for all household members. NOTE: “Income” refers to all money received as a result of employment, Social Security benefits, Pension, Veteran’s Benefits, Unemployment Compensation, Public Assistance, and interest earned from assets. Under “Annual Amount” please indicate the total annual income from the named source, PRIOR to deductions (taxes, etc.)

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<th>Household Member Name</th>
<th>Source of Income</th>
<th>Annual Amount</th>
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Please list all household members’ assets. **NOTE:** “Assets” refers to money held in checking accounts, savings accounts, trust accounts, certificates of deposit, credit unions, savings bonds, life insurance policies, mutual funds, stocks, bonds, annuities, 401(K), Keogh, investment properties.

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<th>Household Member Name</th>
<th>Type of Asset</th>
<th>Amount</th>
<th>% Interest</th>
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**How were you referred to this property?**

**Do you currently receive or do you have a Section 8 Voucher/Certificate?** (We do not discriminate based on Section 8 Voucher/Certificate holders. This question is asked for the sole purpose of determining, ability to pay rent.)  □ Yes □ No

**Have you or any member of your family ever been convicted of a felony?**  □ Yes □ No

*If yes, describe*

**Have you or any member of your family ever been evicted from any housing?**  □ Yes □ No

*If yes, describe:

**Have you ever filed for bankruptcy?**  □ Yes □ No

*If yes, describe:

**Briefly describe your reasons for applying:**

________________________
________________________
________________________
________________________
________________________
________________________
________________________
________________________
________________________
________________________
Race/National Origin - Race/National Origin information will be used for statistical purposes only, and will not affect the status or selection of applicants.

Answering this question is completely optional.

- Asian
- Black
- Latino
- Native American Indian
- Caucasian
- Other

I/We further certify that this will be my/our sole residence. I/We understand I/We must pay a security deposit for this apartment prior to occupancy. I/We understand that my eligibility and suitability for housing will be based on applicable income limits and by management’s marketing plan. I/We certify that all above information is true to the best of my/our knowledge. I/We understand that intentional false statements or information are punishable by law and will lead to cancellation of this preliminary application or termination of tenancy after occupancy. I/We understand that this is a preliminary application to determine my eligibility for available waitlists, and that I/We will be required to complete a full application once an apartment becomes available for me/us. I/We understand all changes to this application, including but not limited to address change, family composition change, and annual household income change must be made to the Capernaum Place management office in writing, and that failure to do so may result in my application being cancelled. All household members aged 18 or older or who is an emancipated minor must sign below:

Signature (Head of Household): ____________________________ Date: __________
Signature (Co Head / Spouse): ____________________________ Date: __________
Signature: ____________________________ Date: __________
Signature: ____________________________ Date: __________
Signature: ____________________________ Date: __________
Signature: ____________________________ Date: __________

Capernaum Place does not discriminate on the basis of disability status, race, color, creed, religion, sex, sexual preference, national or ethnic origin, age, handicap, citizenship, ancestry, class or marital status, or any other basis prohibited by law in the admission of or access to, or treatment or employment in, its federally assisted programs and activities. Capernaum Place coordinates compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development’s regulations implementing Section 504 (24 CFR Part 8 dated June 2, 1988). Any questions regarding 504 compliance, please call (781) 943-0200, x255, MA Relay (800) 439-2370 and ask for the 504 coordinator.