

ALLIANCE MANAGEMENT RENTAL APPLICATION

Property Name:	Date:
For Office Use Only:	
Date application received	Time application received

<u>Applicant Name</u>	
<u>Gender</u>	<input type="checkbox"/> <i>Male</i> <input type="checkbox"/> <i>Female</i> <input type="checkbox"/> <i>Prefer not to disclose</i>
<u>Race</u>	<input type="checkbox"/> <i>Caucasian/White</i> <input type="checkbox"/> <i>African American/Black</i> <input type="checkbox"/> <i>Asian or Pacific Islander</i> <input type="checkbox"/> <i>Native American / Alaskan Native</i> <input type="checkbox"/> <i>Prefer not to disclose</i>
<u>Ethnicity</u>	<input type="checkbox"/> <i>Hispanic or Latino</i> <input type="checkbox"/> <i>Non-Hispanic / Non-Latino</i> <input type="checkbox"/> <i>Prefer not to disclose</i>
<u>Current Address</u>	
<u>City, State, Zip</u>	
<u>Home Phone</u>	
<u>Cell Phone</u>	
<u>Email address</u>	
<u>Birth date</u>	
<u>Social Security Number</u>	
<u>If you have no Social Security Number, you claim you are exempt because</u>	
<input type="checkbox"/> <i>You are an ineligible non-citizen</i>	
<input type="checkbox"/> <i>You were 62 as of 1/31/2010 and receiving HUD housing assistance as of 1/31/2010</i>	

<u>Is the Head-of household or co-head/spouse 62 or older?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Is the Head-of household or co-head/spouse disabled?</u>	<input type="checkbox"/> NA	<input type="checkbox"/> Yes <input type="checkbox"/> No
<u>Are you or any household members a student enrolled in an institute of higher education?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Are you enlisted in the U.S. Military or are you a veteran of the U.S. Military?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Are you a victim of a recent presidentially declared disaster?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Are you currently receiving housing assistance from HUD or a PHA?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Have you ever been convicted of a crime?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>If yes, indicated if the conviction(s) was a felony, misdemeanor or check both boxes if you have been convicted of both.</u>	<input type="checkbox"/> Felony	<input type="checkbox"/> Misdemeanor
<u>Are you or is any member of the household required to register with any state lifetime sex offender or other sex offender registry?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Have you ever been evicted from a federally funded housing program for a lease violation including drug use or failure to report a crime?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>If yes, when</u>		

RENTAL HISTORY:

<u>Current Landlord</u>	
<u>Address</u>	



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<u>Address</u>		
<u>City, State, Zip</u>		
<u>Contact Name (if known)</u>		
<u>Phone Number</u>		
<u>How long did you live at this address</u>		
<u>Reason for leaving</u>		
<u>Did you owe the previous landlord any money when you left or do you currently have any outstanding balances owed to this landlord?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Are you currently receiving housing assistance from HUD?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Have you given this landlord notice that you will be moving?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Have you been evicted or is this landlord attempting to evict you or another person living with you?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<u>Previous Landlord #1</u>		
<u>Address</u>		
<u>Address</u>		
<u>City, State, Zip</u>		
<u>Contact Name (if known)</u>		
<u>Phone Number</u>		
<u>How long did you live at this address</u>		
<u>Reason for leaving</u>		
<u>Did you owe the previous landlord any money when you left or do you currently have any outstanding balances owed to this landlord?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<u>Previous Landlord #2</u>		
<u>Address</u>		
<u>Address</u>		
<u>City, State, Zip</u>		
<u>Contact Name (if known)</u>		
<u>Phone Number</u>		
<u>How long have you lived at this address</u>		
<u>Reason for leaving</u>		
<u>Did you owe the previous landlord any money when you left or do you currently have any outstanding balances owed to this landlord?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Have you ever been asked to sign a repayment agreement to return money to HUD?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<u>Do you have any current outstanding balances owed to any utility provider?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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HOUSEHOLD COMPOSITION AND CHARACTERISTICS: List the Head of Household and all other people who will be living in the unit. You must indicate one of the HUD approved relationship codes for each household member. Please provide a complete list of states where each member has lived. This disclosure is mandatory under HUD rules and criminal screening will be reviewed in each state listed. Failure to provide a complete and accurate list will result in the rejection of the application.

HOUSEHOLD MEMBER #	HOUSEHOLD MEMBER'S FULL NAME	RELATIONSHIP TO HEAD OF HOUSEHOLD	BIRTH DATE
1		Head of Household	
<u>SSN</u>			

Please indicate each state where this person has lived:



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<u>2</u>		<input type="checkbox"/> <u>Co-head/Spouse</u> <input type="checkbox"/> <u>Child,</u> <input type="checkbox"/> <u>Other adult,</u> <input type="checkbox"/> <u>Foster adult/child</u> <input type="checkbox"/> <u>Live-in Aide</u> <input type="checkbox"/> <u>None of the Above</u>
<u>SSN</u>		
<u>Please indicate each state where this person has lived</u>		

PETS & ASSISTANCE/COMPANION ANIMALS: Please review the property pet/assistance animal rules. The presence of any animal must be approved before the animal is allowed to be kept in the unit.

Do you plan to house an animal in the unit? Yes No

If No, please move on to the next section. If yes, please provide the following information.

ANIMAL TYPE <i>(I.E. DOG, CAT, TURTLE, ETC.)</i>	BREED <i>(IF APPLICABLE)</i>	HEIGHT <i>(MEASURED AT WITHERS IF APPLICABLE)</i>	WEIGHT

Do you anticipate any changes to the household within the next 12 months? If yes, explain:

Is this animal required to live in the unit to alleviate the symptom(s) of a disability for a household member?
 Yes No

INCOME AND ASSET INFORMATION: In order to determine eligibility and to ensure that your family receives the correct assistance, please provide the following information.

Are you employed?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide the name and address of your present employer below.		
Employer #1		
Address		
Address 2		
City, State, Zip		
Phone		
How much employment income do you expect to receive in the next 12 months?		\$

How much do you expect to receive in other income in the next 12 months? <u>Please write in 0.00, NA or None if you will receive no income from these sources.</u> THE OWNER/AGENT WILL NOT PROCESS THE APPLICATION IF THESE FIELDS ARE NOT COMPLETE.		
Monthly Social Security? <input type="checkbox"/> Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Pre-paid Debit Card		\$
Monthly SSI? <input type="checkbox"/> Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Pre-paid Debit Card		\$
Monthly Retirement Benefits? <input type="checkbox"/> Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Pre-paid Debit Card		\$
		\$



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Monthly VA Benefits? <input type="checkbox"/> Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Pre-paid Debit Card		
Monthly Unemployment Benefits? <input type="checkbox"/> Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Pre-paid Debit Card	\$	
Are you entitled to Child Support? <input type="checkbox"/> Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Pre-paid Debit Card	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Monthly Child Support Amount	\$	
Are you entitled to Alimony?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Monthly Alimony Amount	\$	
Monthly Public assistance? <input type="checkbox"/> Check <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Pre-paid Debit Card	\$	
Income from a pension or annuity or other asset?	\$	
Regular contributions from organizations or from individuals not living in the unit?	\$	
Periodic Payments from Long-Term Care Insurance, Disability or Death Benefits?	\$	
Contributions from family for rent, child care or other bills.	\$	
Any lump sum amounts from delay of payments for SSI or VA Disability	\$	
Do you receive financial aid for education assistance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Annual amount of education assistance.	\$	
Other?	\$	

ASSETS:

Have you sold or given away real property or other assets valued at \$1000.00 or more (including cash donations) in the past two years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you given any money to charities in the past two years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are any benefits deposited in to a Direct Express Debit Card account?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a checking account? Average 6 Month Balance-\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a savings account? Current Balance-\$	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have cash that is not deposited in an account?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have a 401K or other employment savings account?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Current Value - Please write in 0.00, NA or None if the asset value is zero.	\$	
Do you own an IRA or other retirement account?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Current Value - Please write in 0.00, NA or None if the asset value is zero.	\$	
	<input type="checkbox"/> Yes	<input type="checkbox"/> No



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<u>Do any of your retirement accounts have a Required Minimum Distribution?</u>		
<u>Amount</u>	\$	
<u>Do you own a home or other property?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Current Value - Please write in 0.00, NA or None if the asset value is zero.</u>	\$	
<u>Do you have business income?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Current Value of Business - Please write in 0.00, NA or None if the asset value is zero.</u>	\$	
<u>Do you own stocks/bonds/certificates of deposit (CD)?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Current Value - Please write in 0.00, NA or None if the asset value is zero.</u>	\$	

<u>Do you own a life insurance policy?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Current Value - Please write in 0.00, NA or None if the asset value is zero.</u>	\$	
<u>Do you own an annuity?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Current Value - Please write in 0.00, NA or None if the asset value is zero.</u>	\$	
<u>Is there a trust fund in your name or have you established a trust fund for someone else?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Current Value - Please write in 0.00, NA or None if the asset value is zero.</u>	\$	
<u>Do you have a safety deposit box?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Are assets stored in the safety deposit box such as US Savings Bonds, cash, stocks, etc.</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>Do you have access to any other assets, property, insurance policies, businesses, etc.?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>If yes, please provide a description of the asset(s) and the current asset value below:</u>		

FOR HUD PROPERTIES ONLY

DEDUCTIONS: Household income can be reduced based on the amount of qualified monthly expenses. Please let us know if you have out-of-pocket expenses for the following:

Households in which the head-of-household, co-head of household or spouse are disabled or at least 62 years old qualify for deductions based on out-of-pocket medical expenses. Please let us know if you or any members of your household have out-of-pocket expenses for the following:

<u>Health Insurance - 1 – annual premium</u>		\$
<u>Health Insurance - 1 – annual deductible</u>		\$



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<u>Health Insurance - 2 – annual premium</u>	\$	
<u>Health Insurance - 2 – annual deductible</u>	\$	
<u>Dr. visit/medical treatments - annual out-of-pocket expense</u>	\$	
<u>Prescription Drugs - annual out-of-pocket expense</u>	\$	
<u>Do you have an HMO, a medical plan, or health insurance policy, which pays all or part of the cost of your medications?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>If yes, please give the name of the HMO, plan, or insurance company.</u> _____		
<u>What amount (or percentage) of the cost must YOU pay?</u>	\$	%
<u>If you must pay for the medicines yourself, are you later reimbursed all or part of the cost?</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<u>If yes, who reimburses you?</u> _____ _____ _____		

<u>Over-the-counter medical expenses to treat a specific medical condition - annual out-of-pocket expense</u> <i>(i.e. aspirin to treat a heart condition or calcium supplements to treat osteoporosis)</i>	\$	
<u>Personal use items annual out-of-pocket expense (i.e. glasses, incontinent supplies, hearing aids)</u>	\$	
<u>Mileage to and from medical appointments</u>	\$	
<u>Other</u>	\$	
<u>Are there any other medical expenses, which you pay, that we should consider when calculating your rent?</u>		
<u>Other?</u>	\$	
<u>Other?</u>	\$	

PENALTIES FOR MISUSING THIS FORM

Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government, HUD, the PHA and any owner (or any employee of HUD, the PHA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD, the PHA or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the Social Security Act at 208 (a) (6), (7) and (8). Violation of these provisions are cited as violations of 42 U.S.C. 408 (a) (6), (7) and (8).



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APPLICANT CERTIFICATION

By signing this document, I certify that if selected to receive assistance, the unit I/we occupy will be my/our only residence. I/we understand that the above information is being collected to determine my/our eligibility. I/we authorize the owner/manager/PHA to verify all information provided on this application and to contact previous or current landlords or other sources of credit and verification information which may be released to appropriate Federal, State, or local agencies. I/we certify that the statements made in the application are true and complete. I/we understand that providing false statements or information is punishable under Federal Law.

I would like to request a complete copy of the owner/agents tenant selection criteria.

No Yes Paper copy Electronic copy

How did you hear about us? Drive By Current/Previous Resident Social Services/Housing Authority Website Social Media

Applicant Name (please print) _____

Signature _____ Date _____

Piedmont Housing Alliance/Alliance Management does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.

