

**Inquiry Form to Determine Eligibility for Affordable Housing – Submit this form via email, fax, or to mailing address above**

Name of primary contact for household \_\_\_\_\_ Date: \_\_\_\_\_

How can we reach you? Phone/cell #s \_\_\_\_\_

Regular mail address \_\_\_\_\_ Email \_\_\_\_\_  
\_\_\_\_\_

Is head/co-head/spouse \_\_\_55 or older \_\_\_62 or older \_\_\_disabled/handicapped

Total number of adults in household who will be living in the apartment \_\_\_\_\_

Total number of children in household who will be living in the apartment (include unborn children) \_\_\_\_\_

Please identify where you are seeking housing – list city/town or property name:

1<sup>st</sup> preference \_\_\_\_\_

2<sup>nd</sup> preference \_\_\_\_\_

Bedroom size(s) of apartment you are seeking for your household

1<sup>st</sup> preference \_\_\_\_\_

2<sup>nd</sup> preference \_\_\_\_\_

Do you currently have a housing voucher? [ ] Yes [ ] No

If yes, what size voucher do you have? \_\_\_ 1BR \_\_\_ 2BR \_\_\_ 3BR

List the total gross annual income for all members of the household – example: social security/retirement/pension/wages and any other income **before** deduction for medicare, insurance, taxes, etc.  
\_\_\_\_\_ per year

List household assets: bank accounts, real estate, investments, etc.

Asset \_\_\_\_\_ value is \_\_\_\_\_

Asset \_\_\_\_\_ value is \_\_\_\_\_

List what you pay for child/dependent care and medical expenses:

Expense for \_\_\_\_\_ cost is \_\_\_\_\_ per \_\_\_\_\_

Expense for \_\_\_\_\_ cost is \_\_\_\_\_ per \_\_\_\_\_

Tenant selection criteria include reviewing residential history, personal/character references, checks with law enforcement, and credit reports. Renting decisions are made on the basis of eligibility rules for specific housing programs as well as a determination that a proposed tenancy is likely to meet the lease obligations of paying rent, caring for the apartment, not causing disturbances at the property and complying with housing program rules and certification requirements.

*Pets - All of our properties charge a minimum pet deposit of \$200 per pet. Pets may not weigh more than 20 – 30lbs, and be no more than 20” in height at the shoulder at the time of full growth.*

Is there any additional information you feel will be helpful to your inquiry for housing?

Attach additional sheets if needed.

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