

Harbor & Lafayette Homes Preliminary Application

AFFORDABLE RENTAL

Please see application instruction sheet

Please print clearly so information provided is legible.

FOR INCLUSION IN THE LOTTERY
COMPLETED APPLICATION MUST BE
POSTMARKED BY: October 13, 2018
Application may be mailed/emailed to: Peabody
Properties, Inc., c/o Harbor Lottery
536 Granite Street, Braintree, MA 02184;
EMAIL: harbor-lafayette@peabodyproperties.com

Management use only:

Date/Time Rcd _____

Application # _____

AMI% _____

Exceeds Income: Y N

Applying for : Studio

Applying for Accessible Unit:

Accessible unit means wheelchair accessible or sensory impairment requirements, check one or more below. All other requests would be considered a reasonable accomodation (RA) and will be discussed at your interview, should you be contacted.

If you or a member of your household need or prefer a unit with special design features, please check appropriate box:

Mobility Vision Hearing Other Please specify _____

Applicant's Name: _____ Soc. Sec. # _____

Address: _____ City: _____ State: _____ Zip: _____

Home #: _____ Work #: _____ Cell #: _____ Email _____

Co-Applicant's Name: _____ Soc. Sec. # _____

Address:(if different) _____ City: _____ State: _____ Zip: _____

Home #: _____ Work #: _____ Cell #: _____ Email _____

How did you hear about us? _____

INCOME VERIFICATION (Income must be reported for all household members 18 and over.) Total gross income: Includes income from all sources such as employment, investments, social security, child support, alimony, etc.

	Household Members - Include <u>ALL</u> household members occupying the unit INCLUDING CHILDREN .	Relationship	Date of Birth	Gross Yearly Income	Source of Income	Full Time Student Yes/No
1	Self	Self				
2						

ASSET VERIFICATION (including Checking, Savings, CD, Retirement Accounts, Real Estate, Express Debit Cards, etc. Must be reported for all household members 18 and over.

	Household Members	Type of Asset	Balance/Value
1	Self		
2			

Preference:

A preference will be given to the following for all units:

- Homeless persons between the ages of 18-24**;
- Persons aging out of the Foster Care system and/or;
- Persons aging out of the care or custody of the Department of Youth Services.

A signed certification supporting this preference must be attached to the application. Failure to provide will result in your application being included in the general lottery with no preference.

****Definition of Homeless:** An applicant that lacks a fixed, regular, and adequate nighttime residence and has a primary nighttime residence that is; (a) a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing), or (b) an institution in which they have been residents for more than 30 consecutive days and no subsequent residences have been identified and they lack the resources and support networks needed to obtain access to housing, or (c) a public or private place not designed for, or ordinarily used as , a regular sleeping place for human beings.

EQUAL OPPORTUNITY / FAIR HOUSING INFORMATION

The following information will be required by the Federal Government to monitor this owner / management agent's compliance with Equal Housing Opportunity and Fair Housing Laws. The law provides that an applicant may not be discriminated against on the basis of the information supplied below whether or not the information is furnished.

RACE OR NATIONAL ORIGIN (Your response to this section is voluntary)

- Not - Hispanic / Latino
- Native American or Alaskan Native
- Black / African American
- Asian
- Hispanic / Latino
- Native Hawaiian or Pacific Islander
- White / Non-Minority
- Other



Preliminary Rental Application Instructions

Please read this notice in full before completing in your application.

Additional information and applications are available by calling Peabody Properties at 978-745-4961
or E-mail harbor-lafayette@peabodyproperties.com
For TTY/TTD assistance, please dial Mass relay 711

Eligibility Criteria

1. Your total household income and assets must be within the required limits:
 - **Include as income:** income of all household members 18 years of age and older, include gross income from employment, including overtime, bonuses and commissions; pensions; annuities; dividends; interest on assets; social security; social security supplement; alimony and child support; veterans' benefits; unemployment and disability compensation; welfare assistance; regular gifts; etc. Please include prior year Federal Tax Returns or W2 and/or 1099-R Forms.
 - **Include as assets:** the current value of all savings, checking and investment accounts (including retirement and educational accounts), real estate, investment property, etc. (Do not include automobile(s) and other personal property).
2. Divestment of assets within one year of application for less than full value and fair cash value will be counted for imputation of income at full and fair value.
3. If claiming a local preference, your application must include verification of the preference.
4. Your household size and composition must be appropriate for the unit size.
5. You must be credit-worthy, have sufficient income to afford the rent. Generally, you should be paying no more than 40 percent of your gross income to rent or assets equal to at least two years of rent.
6. You have not committed any fraud in connection with any federal or state housing assistance program, and not owe rent or other amounts in connection with housing assistance.
7. You intend to reside in the development as your primary residence.
8. Note: Individuals with a financial interest in the development and their families are not eligible to apply.

Application Process

You must fill out the application **completely** and **return postmarked no later than: 10/13/2018** to Peabody Properties, Inc. Mail completed application to Peabody Properties, Inc., c/o Harbor Lottery, 536 Granite Street, Braintree, MA 02184 or E-mail completed application to: harbor-lafayette@peabodyproperties.com

PLEASE NOTE: If unsigned or incomplete, your preliminary application will be rejected.

1. Information provided on this application will be treated as confidential.
2. All information provided will be verified. If you have intentionally falsified information, your application will be rejected.
3. Your household can file only one application, and no household member can appear on more than one application.
4. Preliminary applications will be reviewed as quickly as possible. You will be notified by mail of receipt of your application, your application number, and your eligibility for the rental housing lottery.
5. The lottery consists of a blind selection, from a container, of coupons bearing applicant identification numbers. The order in which your coupon is drawn, plus your preference category, if any, determines your ranking for a particular unit type.
6. Priority for the accessible units will be for families which require physical accommodations.
7. If your lottery rank application indicates that you have a high likelihood of being offered a unit, you will be required to attend an interview and complete a rental application.
8. If you are disabled and require an accessible unit, an extra bedroom for equipment or for a Personal Care Attendant, a reasonable modification of the housing, or a reasonable accommodation of rules, policies, practices or services, please include a letter from your primary health care provider explaining such special requirements.
The Lottery will be held on October 18, 2018 at 11 AM at Espacio (Community Room) 105 Congress Street Salem, MA 01970
9. All applicants may, **but not required to attend the Lottery drawing. We will not be able to tell you your lottery placement at this time, We will only be able to provide your number,**

It is unlawful to discriminate against any person because of race, color, religion, national origin, gender, disability, familial status, marital status, sexual orientation, genetic information, veteran/military status, and receipt of public assistance, ancestry, age, gender identity or other basis prohibited by federal, state, or local law.



This is an important document. If you require interpretation, please call the telephone number below or come to our offices.

Este es un documento importante. Si necesita interpretación, por favor llame al número de teléfono que aparece abajo o visite nuestras oficinas.

這是一份非常重要的文件。如果您需要翻譯服務，請撥下面的電話或前往我們的辦公室

Isto é um documento importante. Se exige interpretação, por favor chama o número de telefone embaixo ou vem a nossos escritórios.

Это важный документ. Если Вам требуется перевод, пожалуйста, позвоните нам (телефонный номер ниже). Или придите в наш офис.

Đây là một tài liệu quan trọng. Nếu quý vị cần phiên dịch, vui lòng hãy gọi cho số điện thoại bên dưới hoặc đến các văn phòng của chúng tôi.

នេះ គឺជាឯកសារសំខាន់មួយ។ ក្នុងករណីលោកអ្នក ចាំបាច់ត្រូវចង់បានការបកប្រែ

សូមទូរស័ព្ទលេខខាងក្រោមនេះមកកាន់ ឬ

អញ្ជើញមកទាក់ទងដោយផ្ទាល់នៅការិយាល័យយើងផ្ទុំ។

Sa a se yon dokiman enpòtan. Si ou bezwen entèpretasyon, tanpri rele nimewo telefòn ki anba la a oswa vini nan biwo nou.

Tani waa dhokomenta muhiim ah. Haddii aad rabto tarjumad, fadlan wac lambarka hoos ku qoran ama imow xafiisyadayada.

هذه وثيقة مهمة، وإذا كنت في حاجة إلى ترجمة فورية، يرجى الاتصال على رقم الهاتف المذكور أدناه أو أن تتفضل بالمجيء إلى مكتبنا.

این یک سند بسیار مهم است. اگر به ترجمه آن نیاز دارید، لطفاً با شماره تلفن زیر تماس بگیرید یا به دفتر ما مراجعه کنید.

Telephone: 781-794-1000

RIGHT TO REASONABLE ACCOMMODATION

Peabody Properties, Inc. will consider a reasonable accommodation, upon request for qualified people with disabilities when an accommodation is necessary, not just desirable, to ensure equal access to the development, its amenities, services and programs. Reasonable accommodations may include changes to the building, grounds, or an individual unit; changes to policies, practices, and procedures; and mitigating circumstances.

FAIR HOUSING/EQUAL OPPORTUNITY INFORMATION

Peabody Properties, Inc. does not discriminate on the basis of race, color, religion, national origin, gender, disability, familial status, marital status, sexual orientation, genetic information, veteran/military status, receipt of public assistance, ancestry, age, gender identity or other basis prohibited by federal, state, or local law in the access or admission to its programs or employment or its programs, activities, functions or services.

