

Affordable Waitlist Pre-Application

Instructions: Please print all information and make sure the pre-application is complete, legible and signed. Incomplete pre-applications will be returned to you without being added to the waiting list.

The following Information is required upon submission of this form for verification purposes:

- Proof of valid driver's license or government issued identification
- Proof of current income, which may include three most recent consecutive pay stubs, SSI/SSA Benefits Letter, EDD Statement, AFDC, Student Financial Aid, or any other support of current income
- Proof of certificate of birth for all minors and proof of full time status if applicable
- Proof of a social security number for all applicants including minors (only applicable to HUD Properties)

Name:	Date of Birth:
Email Address:	Home Number:
Mailing Address:	Cell Number:
	Alt. Contact Number:
Total Monthly gross Household Income of all persons over the age of 18: \$ _____ X 12 \$ _____ Type of Income: Mark all that apply: <input type="checkbox"/> Other: _____ <input type="checkbox"/> IHSS <input type="checkbox"/> Unemployment <input type="checkbox"/> TANF <input type="checkbox"/> Social Security <input type="checkbox"/> Child Support <input type="checkbox"/> Employment <input type="checkbox"/> SSI	Total Household Size including yourself: _____ Number of Adults: _____ Number of Minors _____ Adult Occ #1 _____ Adult Occ #2 _____ Adult Occ #3 _____

Please **circle** your answer for all of the following questions:

Are you or someone in your household a veteran or currently serving in the military?	YES	NO
Does your family include a spouse or co-head of household?	YES	NO
Are you currently homeless?	YES	NO
Do you or a member of your household have a disability which would require National Community Renaissance of California to provide a reasonable accommodation in order for you to utilize this program?	YES	NO
Do you or a member of your household require unit accessibility features in order to utilize this program?	YES	NO
• If yes, please specify which features you require: <input type="checkbox"/> Grab Rails in Bathroom <input type="checkbox"/> Ramp for Wheelchair Accessibility <input type="checkbox"/> Downstairs Unit <input type="checkbox"/> Other (please specify):		

Certification: I hereby certify under penalty of perjury, that to the best of my knowledge, all of the information I have provided on this pre-application is true and correct and hereby authorize verification of the above items including, but not limited to, the obtaining of a credit report. National Community Renaissance of California (NCRC) has adopted a policy of performing criminal background checks for all adult household members. I understand that providing false information may be grounds for denial of my application. I also understand that I will be required to provide NCRC's designated representatives with verification and/or proof to support any or all of the claims I have made on this pre-application.

Print Name of Head of Household

Signature of Head of Household

Date

Please Note:

Listed below are the standards and procedures used in evaluating all applicants for residency at a community managed by National Community Renaissance of California.

If your name comes up on the waiting list and you are called in for an interview, please note that we will also require that your current and previous resident history be verified. Any negative rental history may disqualify applications at any of our communities. This includes but is not limited to, late rental payments, failure to give a 30 day notice, or eviction. A consumer credit history will be obtained through a credit-reporting agency. An adverse report such as delinquent accounts, unpaid judgments, or bankruptcy within the last three (3) years may disqualify the application. A criminal background check will be required.

YOU MUST NOTIFY US IMMEDIATELY IF THERE ARE ANY CHANGES TO YOUR HOUSEHOLD SIZE, INCOME, ADDRESS OR PHONE NUMBER. This notification must be submitted in writing to the leasing office.

If an attempt is made to contact you either by phone, email or U.S. Postal Service and we do not receive a response, you will be removed from the waiting list. It is important that you contact our office every six months to ensure we have your most current information on file.

Our occupancy standards are as follows below unless otherwise noted at the community due to funding source. Based on your household size, please circle the bedroom size that you prefer. Please note that you may not be offered your preference based on availability and program requirements.

- | | | | |
|------------------------------------|----------------|-----------|----------------|
| <input type="checkbox"/> Studio | 1 to 2 persons | 2 Bedroom | 2 to 5 persons |
| <input type="checkbox"/> 1 Bedroom | 1 to 3 persons | 3 Bedroom | 3 to 7 persons |

Applicant(s) must be at least 18 years of age in order to sign the rental agreement. All occupants 18 and over must complete an application, meet the standard screening criteria, and sign the rental agreement.

This is not an application for residency and does not guarantee or imply approval for our Affordable Housing Program or residency within our community. Your signature allows us to place you on our waiting list. Many income categories have a substantial wait time and therefore we cannot guarantee or speculate on the length of time before you will be called.

Reasonable Accommodation: If you or a member of your household have a disability and think you might want or need a reasonable accommodation you may request it at any time.

For Office Use Only:

<input type="checkbox"/> Verified all Identification for person's over the age of 18 <input type="checkbox"/> Verified all income documents <input type="checkbox"/> Verified certificates of birth <input type="checkbox"/> Verified Social Security cards and numbers <input type="checkbox"/> Verified full time student status (Mark N/A if not applicable)	Agent: _____ Date Entered into Yardi: _____
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Household Questions

“Applicants and residents with disability related needs may make accommodation and modification requests to fully utilize the programs and facilities offered at this property. Accommodation or modification requests can be made at any time from preapplication through the duration of residency. If a request is submitted, management may request verification of disability status and related need, if the disability is not readily apparent. Management may also ask the applicant, or the verifier, for clarification concerning the request, information, or verification presented. Please consult with management on any questions you may have concerning such requests.”

Do you or a member of your household need the accessibility features of a fully mobility or communications appointed apartment? If yes, please select the type of fully accessible apartment you would request?*

Are you a displaced household from the City of San Marcos?*

Have you been honorably discharged from the military?*

What city do you work in?*

Do you currently live or work in the City of San Marcos?*