



**HOUSING NANTUCKET
OKORWAW AVE - 3BR / 2.5 BATH
RENTAL APPLICATION
EQUAL HOUSING OPPORTUNITY**

MANAGEMENT WILL PROVIDE HELP IN REVIEWING THIS DOCUMENT IF NECESSARY. PERSONS WITH DISABILITIES MAY ASK FOR THIS APPLICATION IN LARGE PRINT TYPE OR OTHER ALTERNATE FORMATS.

Available October 15, 2022. Affordable rental housing opportunity for year- round households of low and moderate income. Three bedroom, 2.5 bath home soon to be completed through the [House-Recycling Program](#). Amenities include a large yard, washer/dryer, rooftop solar panels, and a full basement. Rent is \$2,350 per month, including a utility allowance. Tenants will be selected by lottery.

The table below shows qualifying income based on household size. If your household size and income falls within the eligible range and you submit a complete application, your household will be placed in the lottery for this rental home. You may not own real estate of any kind to be considered for this affordable housing opportunity.

Household size	3 Person	4 Person	5 Person	6 Person
Eligible Income	\$73,980-	\$82,200-	\$88,800-	\$95,400-
60-80% of AMI	\$84,750	\$94,150	\$101,700	\$109,250

Lottery to be held on or before Oct 7, 2022. First & last month's rent with one month security deposit due on lease signing. Payment plan available for last month's rent if requested.

Completed applications must be returned to Housing Nantucket prior to
4pm on Tuesday Oct. 4, 2022.

Return application to:
Housing Nantucket
P.O. Box 3149, 75 Old South Road
Nantucket, MA 02554
Phone # - 508-228-4422
Email: info@housingnantucket.org
FAX # - 508-228-4915

Date _____

Note: Please fill in all sections completely. Please contact Housing Nantucket if you need help completing this application.

Name: _____ Phone: _____

Address: _____

Email Address: _____

Race: *(Optional Section: Information will be used for fair housing programs only, as required by State and Federal Laws.)*

- American Indian/Alaskan Native Asian or Pacific Islander
 Black (not of Hispanic origin) Hispanic White (not of Hispanic origin)

Does any member of the household have any accessibility or reasonable accommodation requests or changes in a unit or development or alternate ways we need to communicate with you? If yes, please explain.

Present Mortgage/Rental Cost Per Month \$ _____ Including Utilities? Yes No

How Long Have You Lived at Present Address? _____ Months/Years (Circle One)

What are the reasons for moving? _____

FAMILY COMPOSITION - List **ALL** those who will occupy the housing unit - **INCLUDE YOURSELF**

Name	Relation to Head of Household	Social Security Number	Age	Sex	Full time Student?
1.	Head of Household				Y / N
2.					Y / N
3.					Y / N
4.					Y / N
5.					Y / N
6.					Y / N

INCOME AND ASSETS - Please complete the Income Table on the following two pages. As part of this application, you will be asked to provide supporting documentation in the form of the five most recent consecutive pay stubs and/or income statements for all sources of income, W-2 statements and the THREE most recent federal income tax returns (including all attachments and amendments) for each member of the household. For seasonal employment, you must indicate the average monthly income you expect to earn over the next 12 months.

Gross income from current wages, salaries, tips, etc. is the full amount, before any deductions, and is the amount used to determine estimated current annualized income. For self-employed applicants- include the name of your business in the space provided. You will be directed to all the additional documentation you will need to submit in Section 2. "Interest Income" refers to any amount that you receive from any asset except for amounts drawn down from a retirement account or 401K as those go on the lines for "pension" or "retirement funds".

	SSDI	
	SSDI	
	Pension (list source)	
	Pension (list source)	
	Retirement Funds	

Household Member Name	Source of Income	Gross Monthly Income <i>(for seasonal jobs, put the total annual income earned divided by 12)</i>
	Unemployment Compensation	
	Workman's Compensation	
	Severance Pay	
	Title IV/TANF	
	Full-Time Student Income (18 & Over Only)	
	Full-Time Student Income (18 & Over Only)	
	Periodic payments from family/friends & Recurring Gifts <i>(i.e. monthly/weekly money from family/friends)</i>	

	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Interest Income (source)	
	Other Income (name/source)	
	Other Income (name/source)	
	Gross Monthly Household Income (GMHI)	\$ /month

GMHI x 12 = Gross Annual Household Income \$ /year

ASSETS

If a section doesn't apply, cross out or write NA. In the next section you will be directed to submit detailed bank/balance statements for EVERY ASSET listed here. If any household member has divested themselves of an asset for less than full and fair present cash value of the asset within two years prior to this application, the full and fair cash value of the asset at the time of its disposition must be listed below.

Checking Accounts	Bank Name	Last 4 Digits of Acct Number	Amount
			Balance \$
			Balance \$
			Balance \$
			Balance \$
Savings Accounts			Balance \$
			Balance \$
			Balance \$
			Balance \$

Venmo/Paypal/ Cash-Apps			Balance \$	
			Balance \$	
Trust Account			Balance \$	
Certificates (or CDs)			Balance \$	
			Balance \$	
			Balance \$	
Savings Bonds	Maturity Date:		Value \$	
	Maturity Date:		Value \$	
401k, IRA, Retirement Accounts (Net Cash Value)	Company Name:		Value \$	
	Company Name:		Value \$	
	Company Name:		Value \$	
	Company Name:		Value \$	
Mutual Funds	Name:	# of Shares:	Interest/ Dividends	Value
			\$	\$
			\$	\$
Stocks			\$	\$
			\$	\$
			\$	\$
Bonds			\$	\$
			\$	\$
Investment Property			Appraised Value \$	
Down-Payment Assistance <i>(An anticipated one-time gift from family/friends to help with the mortgage down-payment)</i>			\$	

REAL ESTATE

Do you, or anyone on this application, own any property or have owned property in the past 3 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Are you, or anyone on this application, entitled to receive any amount of money from the sale of any property? (currently or thru an upcoming court settlement)	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes to either question, type of property:</i>	
Location of property:	\$
Appraised Market Value:	\$
Mortgage or outstanding loans balance due:	\$

Please fill out the chart below for everyone who will be occupying the unit:

NAME A.	AGE B.	HEAD OF HOUSEHOLD OR DEPENDENT C.	RELATIONSHIP TO APPLICANT LISTED AT THE TOP OF THIS PAGE D.

DATABASE INFORMATION

How did you find out about this workforce housing opportunity?
(please be as specific as possible, if found "online" please provide web address)

INCOME FROM ASSETS:

Assets include Checking Accounts, Savings Accounts, Term Certificates, Money Markets, Stocks, Bonds, and Cash Value of a Life Insurance Policy.

Household Member	Type of Asset	Gross Earnings (Before Taxes)
_____	_____	_____ per _____
_____	_____	_____ per _____
_____	_____	_____ per _____

(week, month, year)

I/We hereby certify that the information furnished on this application is true and complete, to the best of my/our knowledge and belief. **Inquiries may be made to verify the statements herein.** All information is regarded as confidential in nature, and a **consumer credit report and a Criminal Offenders Record Information (CORI) report may also be requested.** I/We certify that I/We understand that false statements or information are punishable applicable under State or Federal Law.

I/We hereby certify that we have received a notice from the management agent describing the right to reasonable accommodations for persons with disabilities.

Signed under the pains and penalties of perjury.

Head of Household/Applicant

Date

Co-Applicant

Date

NHA Properties Inc. will not discriminate on the basis of race, color, creed, religion, national or ethnic origin, citizenship, ancestry, class, sex, sexual orientation, familial status, disability, military/veteran status, source of income, age, or other basis prohibited by local, state or federal law in any aspect of tenant selection or matters related to continued occupancy. See NHA Properties Tenant Selection Plan for more information.

You must complete the application, read and provide the documents requested, and sign this form. If you have questions please call 508-228-4422. Return this form to the Housing Nantucket, P.O. Box 3149 or return to 75 Old South Road. Incomplete forms will not be processed.



REQUIREMENTS for your application to be considered complete:

❖ **Income Verification:**

- Tax forms:** copies of the past three (3) years Federal Income Tax Returns with W2s, 1099s, and all schedules attached
- Pay Stubs:** Five (5) most recent pay stubs
- Employer Verification:** all employers listed will be contacted and will be asked to provide a verification of income
- Other Income:** For any other listed income, verification of that income stream for the two (2) most recent months
- Credit Check:** Once you are selected for housing, The NHA Properties Inc. will perform a credit check on all adult household members; explanations will be required for any

issues raised, and a poor or questionable credit rating will be grounds for disqualification.

❖ **Self-employed (if applicable):**

- Schedule C from Previous Year's Tax Return:

Note: If you are self-employed we **MUST** accept the figure from your previous year's Schedule C "Net Profit" line as your income from self-employment. We cannot accept estimations of current income from self-employment.

- ❖ **Release of Information Form(s)** for income verification, credit report, residency verification and landlord references

- ❖ **Current and Previous Landlord References** for all rentals in the previous five (5) years (the Housing Office will provide forms); poor or questionable references will be grounds for disqualification.

- ❖ **Personal Interview** with NHA Properties Inc. (includes review of income/assets and other relevant rental questions)

**NHA Properties Inc.
General Authorization for Release of Information**

Name: _____

Address _____

Address _____

Social Security Number: _____

Date of Birth: _____

Name: _____

Address _____

Address _____

Social Security Number: _____

Date of Birth: _____

I/we, the above named individual(s), authorize the NHA Properties Inc. to verify the accuracy of the information which I/we have provided or to secure information from the following sources:

- | | |
|------------------------------|-----------------------------------|
| Employer | Banks and Credit Bureaus |
| Social Security | Retirement & Pensions Systems |
| Department of Public Welfare | Department of Employment Security |
| Veteran's Administration | Payor of Child Support |
| Trust Administrators | Insurance Companies |
| Other: _____ | |

I/we hereby give permission to release this information to the NHA Properties Inc. subject to the condition that it be kept confidential. I/we would appreciate your prompt attention in supplying the information requested on the attached page to the NHA Properties Inc. within five (5) days of receipt of this request.

I/we understand that a photocopy of this authorization is as valid as the original. This authorization is valid for a period of one year from the date noted below.

Thank you for your assistance and cooperation in this matter.

Applicant Signature

Date

Applicant Signature

Date

NHA Properties Inc.
Verification of Employment

PART I. APPLICANT INFORMATION (To be completed by Applicant)

Applicant: _____
Applicant Address: _____
Phone: _____ SSN: _____
Signature: _____

PART II. EMPLOYER INFORMATION (To be completed by Applicant)

Name of Employer _____
Address of Employer _____
Phone: _____

PART III. EMPLOYMENT INFORMATION (To be completed by your Employer)

1. Date of Employment _____ Position/Occupation _____
2. Date of Termination (if applicable) _____
3. Current Rate of Regular Pay \$ _____ per hour, week, month or year (circle one)
4. Current Rate of Overtime Pay \$ _____ per hour, week, month or year (circle one)
5. Gross income for the last 8 weeks \$ _____.
6. Do you anticipate any change in the employee rate of pay in the near future? Yes _____ No _____
If yes: Revised Rate \$ _____ Effective Date: _____
7. Number of hours employee typically works per week: _____ Weeks per year: _____
8. Do you anticipate any change in the number of hours the employee works? Yes _____ No _____
If yes, please explain _____
9. Anticipated average amount of overtime per week _____
10. Gross annual earnings you anticipate for this employee for the next 12 months \$ _____
11. Does the employee receive tips, bonuses, overtime, commissions? Yes _____ No _____
Please indicate annual amount: Tips \$ _____ Bonuses: \$ _____ Overtime \$ _____ Commissions \$ _____
12. If the employee's work is seasonal or sporadic, indicate lay-off periods _____
13. Additional Comments: _____

Completed By (signature): _____ Date: _____

Name and Title: _____

NHA Properties Inc.
Verification of Employment

PART I. APPLICANT INFORMATION (To be completed by Applicant)

Applicant: _____
Applicant Address: _____
Phone: _____ SSN: _____
Signature: _____

PART II. EMPLOYER INFORMATION (To be completed by Applicant)

Name of Employer _____
Address of Employer _____
Phone: _____

PART III. EMPLOYMENT INFORMATION (To be completed by Employer)

1. Date of Employment _____ Position/Occupation _____
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8. Do you anticipate any change in the number of hours the employee works? Yes _____ No _____
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Please indicate annual amount: Tips \$ _____ Bonuses: \$ _____ Overtime \$ _____ Commissions \$ _____
12. If the employee's work is seasonal or sporadic, indicate lay-off periods _____
13. Additional Comments: _____

Completed By (signature): _____ Date: _____

Name and Title: _____

NHA PROPERTIES INC. RENTAL PROGRAM

TENANCY HISTORY

Please submit this form with your application. Please fill out the following tenancy information, starting with your most recent rental and covering five years' worth of rental history. If there are household members with different tenancy histories, please indicate in margin which household member the entry covers.

Please list all household members covered by this tenancy history:

CURRENT RENTAL: We will not contact your current landlord until we have finished as many other verifications/references/checks as possible.

<hr/> move-in date	<hr/> move out date	<hr/> CURRENT rental address
<input type="checkbox"/>	Please do not contact my current landlord	<hr/> CURRENT landlord's name
		<hr/> CURRENT landlord's address
		<hr/> CURRENT landlord's address
		<hr/> CURRENT landlord's phone

PREVIOUS RENTALS:

<hr/> move-in date	<hr/> move out date	<hr/> rental address
		<hr/> landlord's name
		<hr/> landlord's address
		<hr/> landlord's phone

move-in date

move out date

rental address

landlord's name

landlord's address

landlord's phone

move-in date

move out date

rental address

landlord's name

landlord's address

landlord's phone

move-in date

move out date

rental address

landlord's name

landlord's address

landlord's phone

NOTE: If you are unable to furnish a landlord or other housing reference, please furnish character references. References must have known you for one (1) year or more and shall not be related to you.

Name of Character Reference _____ Telephone _____
Address _____

Name of Character Reference _____ Telephone _____
Address _____

Principal Applicant

Date

Co-Applicant (If Applicable)

Date