



To all applicants,

Please fill out all the information on the application completely. As soon as you are finished, bring the completed application to the office and either give it to the manager or drop it through the mail slot. You may mail your application, if you wish. We will start the screening process upon our receipt of your application.

There may be a waiting list. The sooner your application is submitted, the higher on the waiting list you will be. You will be notified when an apartment comes available for which you may be eligible.

Before you are allowed to live in the apartments you must go through a screening process. When we know we will have an available apartment you will be called to come in for your first interview. You will be required to fill out a few forms to verify your income. At that time, a credit check will be run and a fee of \$30.00 will be collected.

We also have a Crime-Free and Drug-Free Program at these apartments. Persons with a criminal record are not a protected group and applications for residency may be rejected based on previous criminal charges. The manager will explain the complete process to you. If you are accepted for residency at these apartments you will be required to sign a crime free and drug free housing lease addendum. This addendum gives the manager the right to terminate the lease and evict the entire household of anyone involved in violent acts, gang activity, or drug use.

Please read the attached sheet titled Things You Should Know For more information about your rights when applying for assisted housing.

How did you hear about us?

Please let us know how you found us and return this page with your application.

(Please enter the name of the website, newspaper, radio station, person, or other way you found us.)

Applicant's Signature: _____ Date: _____



APPLYING FOR HUD HOUSING ASSISTANCE?

**THINK ABOUT THIS...
IS FRAUD WORTH IT?**

Do You Realize...

If you commit fraud to obtain assisted housing from HUD, you could be:

- **Evicted** from your apartment or house.
- **Required to repay** all overpaid rental assistance you received.
- **Fined** up to \$10,000.
- **Imprisoned** for up to five years.
- **Prohibited** from receiving future assistance.
- **Subject** to State and local government penalties.

Do You Know...

You are committing fraud if you sign a form knowing that you provided false or misleading information.

The information you provide on housing assistance application and recertification forms will be checked. The local housing agency, HUD, or the Office of Inspector General will check the income and asset information you provide with other Federal, State, or local governments and with private agencies. Certifying false information is fraud.

So Be Careful!

When you fill out your application and yearly recertification for assisted housing from HUD make sure your answers to the questions are accurate and honest. You must include:

All sources of income and changes in income you or any members of your household receive, such as wages, welfare payments, social security and veterans' benefits, pensions, retirement, etc.

Any money you receive on behalf of your children, such as child support, AFDC payments, social security for children, etc.

Any increase in income, such as wages from a new job or an expected pay raise or bonus.

All assets, such as bank accounts, savings bonds, certificates of deposit, stocks, real estate, etc., that are owned by you or any member of your household.

All income from assets, such as interest from savings and checking accounts, stock dividends, etc.

Any business or asset (your home) that you sold in the last two years at less than full value.

The names of everyone, adults or children, relatives and non-relatives, who are living with you and make up your household.

(Important Notice for Hurricane Katrina and Hurricane Rita Evacuees: HUD's reporting requirements may be temporarily waived or suspended because of your circumstances. Contact the local housing agency before you complete the housing assistance application.)

Ask Questions

If you don't understand something on the application or recertification forms, always ask questions. It's better to be safe than sorry.

Watch Out for Housing Assistance Scams!

- Don't pay money to have someone fill out housing assistance application and recertification forms for you.
- Don't pay money to move up on a waiting list.
- Don't pay for anything that is not covered by your lease.
- Get a receipt for any money you pay.
- Get a written explanation if you are required to pay for anything other than rent (maintenance or utility charges).

Report Fraud

If you know of anyone who provided false information on a HUD housing assistance application or recertification or if anyone tells you to provide false information, report that person to the HUD Office of Inspector General Hotline. You can call the Hotline toll-free Monday through Friday, from 10:00 a.m. to 4:30 p.m., Eastern Time, at 1-800-347-3735. You can fax information to (202) 708-4829 or e-mail it to Hotline@hudoig.gov. You can write the Hotline at:



HUD OIG Hotline, GFI
451 7th Street, SW
Washington, DC 20410



ARIZONA MULTIHOUSING ASSOCIATION
RENTAL APPLICATION

(Fill In All Spaces)

1. Name Married Single
Date of Birth Present Phone No. Soc. Sec. No.

2. Information about other occupants. (Separate Application required for all adults except spouse.)

Table with 4 columns: Name, Relationship, Age (if under 18), Social Security No. Rows a, b, c.

3. Will a pet or assistive animal of any type live in your apartment? Yes No If yes, please describe:

Type Weight (Full Grown) Spayed/Neutered Licensed/Date Breed (If mixed, provide all significant blood lines.)

4. Residence Information:

Current Residence: Address Apt No. City/State Zip Code

How Long Years Mos. Name of Landlord Landlord Phone

If less than two years at your present address, list previous addresses below:

Former Residence: Address Apt No. City/State Zip Code

How Long Years Mos. Name of Landlord Landlord Phone

If less than two years at your present address, list previous addresses below:

Former Residence: Address Apt No. City/State Zip Code

How Long Years Mos. Name of Landlord Landlord Phone

5. Employed by Address

Phone Position How Long Years Mos.

Supervisor's Name Phone Number Your Monthly Income

Other Source(s) of Income for Rental Payment

If less than two years at your present employer, list previous employers below:

Former Employer Address

Phone Position How Long Years Mos.

Supervisor's Name Phone Number Your Monthly Income

Former Employer Address

Phone Position How Long Years Mos.

Supervisor's Name Phone Number Your Monthly Income

6. Spouse or Other Occupant's Name. (List maiden name if married less than two years.)

Date of Birth Soc. Sec. No.

Employed by Address

Phone Position How Long Years Mos.

Supervisor's Name Phone Number Your Monthly Income

Former Employer Address

Phone Position How Long Years Mos.

Supervisor's Name Phone Number Your Monthly Income

7. Your Bank(s): Name Acct. No. Savings/Checking Branch Address

8. Credit References (Bank Cards, Credit Cards, Charge Accounts)

Type Bank/Store/Company Card/Account No. Expiration Date

Bank Card

Other

Other

For Office Use Only

9. Your Driver's License No. _____ State _____ Expiration Date _____
 Spouse's Driver's License No. _____ State _____ Expiration Date _____
 Vehicles You Would Like to Park on Property:

Make/Model	Year	Color	License Plate No.	State
Auto _____				
Auto _____				
Motorcycle _____				

Description of any other vehicle (boat, trailer, truck, recreational vehicle etc.) you would like to keep on property. Prior written permission separate from this Application must be obtained from management.
 Other Vehicle: Make/Model _____ Year _____ Color _____ License Plate No. _____ State _____

10. Have you or your spouse/roommate ever been evicted? Yes No Declared Bankruptcy? Yes No
 Do you use illegal drugs? Yes No Do you engage in the distribution or sale of illegal drugs? Yes No
 Have you ever been convicted of a felony or any crime related to harm caused to a person or property, including but not limited to arson, assault, intimidation, sex crimes, drug-related offenses, theft, dishonesty, prostitution, obscenity and related violations? Yes No If yes, please explain the reason: _____

11. Do you have any outstanding warrants for arrest? Yes No
 12. Do you have a waterbed? Yes No Do you have waterbed insurance? Yes No

13. Person(s) to notify and person you authorize to take possession of your personal property in case of an emergency:

For Applicant		For Co-Applicant	
Name _____	Name _____	Name _____	Name _____
Address _____	Address _____	Address _____	Address _____
City/State _____	Zip _____	City/State _____	Zip _____
Work Phone _____	Home Phone _____	Work Phone _____	Home Phone _____

Note: Management is not responsible for damage to residents' property unless caused by negligence on the part of management or an employee of management. Residents are strongly advised to obtain renters insurance to cover loss or damage to their property!

DEPOSIT TO HOLD AGREEMENT

In consideration of management holding the apartment for me, I agree to pay a holding deposit of \$ _____ and a \$ _____ non-refundable fee for administrative processing. The holding deposit is refundable if my Application is not approved (14 day delay required for bank clearance of check). If my Application is approved, the holding deposit is credited to the required move-in costs. I may cancel this agreement and be refunded my holding deposit (14 day delay required for bank clearance of check) by notifying you of my decision to cancel no later than 48 hours after the submission of this Application. Cancellation after this time will result in forfeiture of my holding deposit. I must pay rent on or before my "rent start date" or my holding deposit will be forfeited and the apartment rented. (I understand that Management and Management's employees are agents of and represent the owner.) Should any dispute arise over this Application, it is agreed that the prevailing party to an action commenced concerning this Application to any shall be entitled to recovery their court costs and attorney's fees.

RENTAL AGREEMENT INFORMATION

Apt. # _____ Type _____ Furn _____ Unfurn _____ Partial _____ Agreement Length _____ Rent Start/Ending Date _____

MONTHLY RENTAL CHARGES		Utilities Paid By: Res _____ Owner _____	
Rent _____		Non-Refundable Preparation Charge _____	
Pet Rent _____		Non-Refundable Pet Sanitizing Charge _____	
Other _____		Pet Deposit _____	
Total Monthly Rent _____		Security Deposit _____	
Rental Concessions at Move-In _____			
First Month Rent _____			
Sales Tax _____			
City Sales Tax _____		Less Holding Deposit _____	
(Subject to change during lease term) _____			
TOTAL MONTHLY CHARGES _____		TOTAL DUE AT MOVE-IN _____	

Applicant represents that all of the above statements are true and complete, and hereby authorizes verification of above information, references and credit records. Applicant acknowledges that false information contained herein constitutes grounds for rejection of this Application if discovered before move-in. Applicant acknowledges that management may not be able to complete a comprehensive evaluation of this Agreement before move in. Management reserves the right to verify Application information after move-in and may convert the proposed Rental Agreement to a month-to-month term if false or misleading information is contained in this Application. Applicant agrees to the terms of the "Deposit To Hold Agreement." This Application is preliminary only and does not obligate owner or owner's representative to execute a lease or deliver possession of the proposed premises.

Applicant's Signature _____ Date _____ Management's Receipt _____ Date _____

