



### **Application Checklist**

- Application fee money orders due at time of application submission.
  - \$25 for the 1st applicant
  - \$20 for every additional applicant
  - \$35 for joint applications
- Copy of valid driver's license or government issued ID for all occupants over the age of 18.
- Copy of state issued birth certificate for all occupants under the age of 18.
- Copy of social security cards for all members in the household.

### **Income verifications:**

- 6 most recent consecutive paycheck stubs as well as the first paystub of the year where GROSS and YTD amounts are the same.
- IRS form 1040 with schedule C for the last 2 years (self-employed only).
- Social security award letter no more than 120 days old.
- Current statement of retirement or pension benefits, no more than 120 days old.
- Unemployment Benefit Award letter OR TWC portal printout
- Student Financial Assistance- Any Financial Aid award statements along with a statement documenting the cost of tuition, books, and fees
- Child support verifications:
- Child Support Payment Receipt form from the attorney general (required whether you have received support or not). Must not be more than 120 days old OR notarized letter of voluntary payments.
- Any court ordered divorce decrees.

### **Assets:**

- •One (1) most recent bank statement for all accounts
- • Copy of most recent mortgage statement and tax appraisal of real estate
- • Copy of most recent lease contract if you own a rental property

### **Student status verifications:**

- For full time students- Must provide name, phone number and email of school being attended along with student ID

### **NOTE:**

**These documents are required to provide proof of eligibility for residency in our community. There may be additional items needed that relate to your specific situation. We appreciate your cooperation in providing this documentation in order to process your application quickly.**

**Failure to bring or provide required documents at the time of application will result in rescheduling your appointment with no guarantee that the apartment will be held.**

**\*If approved, a money order for a deposit is due move-in day.**

**Applications will be taken on a first-come, first-serve basis. Units that show availability on our website are subject to be FIRST offered to those currently on our application WAITLIST.**



### Income Restriction Per Household Members

AMI	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
30%	\$26,460	\$30,240	\$34,020	\$37,800	\$40,830	\$43,860	\$46,890	\$49,920
40%	\$35,280	\$40,320	\$45,360	\$50,400	\$54,440	\$58,480	\$62,520	\$66,560
50%	\$44,100	\$50,400	\$56,700	\$63,000	\$68,050	\$73,100	\$78,150	\$83,200
60%	\$52,920	\$60,480	\$68,040	\$75,600	\$81,660	\$87,720	\$93,780	\$99,840
70%	\$61,740	\$70,560	\$79,380	\$88,200	\$95,270	\$102,340	\$109,410	\$116,480

### Max Rent Limit Before Utility Allowance Deduction

AMI	1 Bedroom	2 Bedroom	3 Bedroom
30% Units	\$ 708.00	\$ 850.00	\$ 982.00
40% Units	\$ 945.00	\$ 1,134.00	\$ 1,310.00
50% Units	\$ 1,181.00	\$ 1,417.00	\$ 1,638.00
60% Units	\$ 1,417.00	\$ 1,701.00	\$ 1,965.00
70% Units	\$ 1,653.00	\$ 1,984.00	\$ 2,293.00

### Security Deposits

1 Bedroom	2 Bedroom	3 Bedroom
\$200	\$250	\$300

### Application Fees

Primary Applicant	Additional Applicant	Joint Application
\$25	\$20	\$35