

Application for Admission

Rensselaer Housing Authority

85 Aiken Avenue

Rensselaer, New York 12144

Phone: 518-436-0230 Fax: 518-426-5245

GENERAL INFORMATION; MUST BE FILLED OUT COMPLETELY

Date: _____

Name: _____ Phone: _____ Work phone: _____

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

Apt # _____ Floor: _____ 1st _____ 2nd _____ 3rd _____ 4th _____ Front _____ Rear _____ Whole house

E-Mail address: _____

Driver's License No.: _____ I.D. No.: _____

Alternate person to contact:

Name: _____ Phone : _____

FAMILY COMPOSITION: (Persons who will move into the apartment)

Table with 8 columns: Family Member No., Name of Family Member, Relation to Family Head, Date of Birth, Age, Sex, Occupation, S.S. #

Absent Parent's Name: _____ Absent Parent Address _____

Absent Parent's Name: _____ Absent Parent Address _____

Absent Parent's Name: _____ Absent Parent Address _____

Anticipated changes in family composition: _____

The following information is being requested to comply with Equal Opportunity requirements and to assure that no discrimination occurs. Your answers will not affect (either positively or negatively) your selection for the program.

Is the head of household: White Asian Black Hispanic American Indian

INCOME: (Total income: e.g. wages, social security, pension, social services, interest and any other income received)

Table with 4 columns: Family Member No., Source of income or Name of Employer, Address, Gross income per year

Did you file a Federal Income Tax Return last year? _____

What is your present monthly rent: _____ What the cost of your monthly utilities: _____

If you pay for utilities, please check below which utilities you pay for:

Heating: gas oil electric Cooking: gas electric Water heater: gas electric oil

Number of bedrooms in your apartment: _____ CURRENT HOUSING CONDITIONS: Describe your present housing conditions: _____

Were you ever evicted _____ Yes _____ No If yes, give reason: _____

Do you have roaches: _____ Yes _____ No Do you have bed bugs: _____ Yes _____ No

ASSETS: (list all assets, e.g. home, stock, bonds, savings accounts etc.)

Name of bank for checking account: _____ Account # _____

Name of bank for savings account: _____ Account # _____

Any others: Name: _____ Account # _____

List any others: _____

Does anyone outside of your household pay for any of your bills or give you money? Yes No

If yes, list: _____

Have you sold any real estate in the last two (2) years? Yes No Do you own any stocks/bonds? Yes No

If yes, list: _____

Do you own a car? yes no Model: _____ Year: _____ Plate No. _____

Model: _____ Year: _____ Plate No. _____

If you are a Rensselaer Resident-have you or any member of your family been in or is in the Military? Yes No

Handicapped: Do you claim to be disabled or handicapped for the purpose of Housing? Yes No

Do you need a handicapped accessible unit? yes no

GENERAL: Explain in detail (use additional paper if necessary) why you want or need to move? _____

REFERENCES: List three (3) references—DO NOT USE RELATIVES;

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

Mother's Name: _____ Address: _____ Phone: _____

Father's Name: _____ Address: _____ Phone: _____

PAST/PRESENT LANDLORD(S): List your landlords for the past five (5) years, including your present landlord:

(1) Date: From: _____ To _____ Landlord name: _____

Landlord address: _____ Phone: _____

Applicant Address: _____ Reason for leaving: _____

(2) Date: From: _____ To _____ Landlord name: _____

Landlord address: _____ Phone: _____

Applicant Address: _____ Reason for leaving: _____

(3) Date: From: _____ To _____ Landlord name: _____

Landlord address: _____ Phone: _____

Applicant address: _____ Reason for leaving: _____

MISCELLANEOUS:

Have you or any other adult members ever used any name(s), or Social Security numbers) other than the one you are currently using? yes no If yes, explain: _____

Maiden name of wife or alias: _____

Have you ever lived in Public Housing? yes no If yes, Address: _____

Have you ever lived in the City of Rensselaer? yes no If yes, Address: _____

How long? _____ Landlords name: _____

Have your or anyone in your household ever been arrested? yes no If yes, explain: _____

Have you ever committed any fraud in a Federal Assistance Housing Program or been requested to repay money for knowingly misrepresenting information for such housing programs? yes no If yes, explain: _____

I understand that this is not a contract and does not bind either party. The above information is full, true and completed to the best of my knowledge. I have no objection to inquiries being made for the purpose of verifying the statements made herein. A letter will be sent to me as proof that I filed an application within 7-10 days. I must keep this letter for my records. Also every year I will be sent a letter that I must return if I am still interested or my application will be pulled from the rotation. I understand that I must notify Rensselaer Housing Authority of any changes in household income, mailing address, phone number(s) or family composition.

I/We _____, _____, do hereby authorize a

PRINT Head of Household

PRINT Spouse

review and full disclosure of all consumer credit records concerning myself and authorize any and all references to verify my past as a tenant or character, including counselors, landlords, etc. to the Rensselaer Housing Authority through any agent, whether said records are of a public, private or confidential nature. I further release any credit agent and Rensselaer Housing Authority from any and all liability which may be incurred as a result of collecting and supplying the above-listed firm with said information

Signature Head of Household

Date

Signature of Spouse

Date