Habitat America, LLC, Management Company RESIDENT SELECTION CRITERIA 811 PRA Program

Property Name: 22 LIGHT APARTMENTS	Effective Date: January 11, 2021
22 Light Street, Baltimore, MD 21202	Phone: 410-234-8000 TTY: 711

Thank you for applying to live at our community. This document is provided to explain the process we use to select our residents. Habitat America, LLC is an Equal Housing Opportunity provider. It is our policy to treat all residents and visitors at our properties fairly and consistently without regard to race, color, religion, sex, national origin, disability, familial status, sexual orientation, gender identity, marital status or source of income. This community and its employees comply with the provisions of Title VIII of the Civil Rights Act of 1968, the Fair Housing Amendments Act of 1988 ("Fair Housing Act") and, to the extent applicable, the Americans with Disabilities Act. Furthermore, this community complies with the State and Local fair housing regulations of the jurisdictions in which it is located.

PROJECT ELIGIBILITY

This community may be designated for a special population. Applicants must be adults and must meet the restrictions as indicated below in order to proceed with the application process.

Special population restrictions apply to this community: Section 811 PRA program.

Valid identification will be required (photo-copy may be kept on file). All applicants will be required to show proof of age at the time of application. Proof of Age includes but is not limited to U.S. Passport, U.S. Birth Certificate, Social Security Administration Benefits printout and/or Temporary Resident Card, etc. Applicants must disclose social security numbers (SSN) for all family members and submit acceptable documentation as proof. Acceptable documentation is a valid SSN card issued by the Social Security Administration (SSA) or a letter from SSA that a social security number has been assigned, but a card has not yet been issued. This requirement applies to all applicants and family members except those individuals who do not contend eligible immigration status or applicants who are age 62 or older as of January 31, 2010, and whose Social Security initial eligibility began prior to January 31, 2010. United States Code Title 8, subsection 1324 (a) (1) (A) prohibits the harboring of illegal aliens. The provision of housing to illegal aliens is a fundamental component of harboring. All applicants will be required to provide proof of citizenship or legal immigration status.

STUDENTS APPLYING FOR ASSISTANCE

HUD has specific regulations concerning students applying for assistance of rent. The definition of a student for this purpose is any person part-time or full-time enrolled in an institution of higher education for the purposes of earning a degree, certificate or other program leading to a recognized educational credential. This community also follows the student regulations written in Section 42 of the Internal Revenue Code. The regulation states that a household comprised of all full time students will not be eligible for this program. There are five exceptions to this rule. For more information concerning student eligibility, contact the Community Manager.

OCCUPANCY STANDARDS

Habitat America, LLC has established occupancy standards to permit the resident to select the apartment size they deem appropriate to their needs while preventing overcrowding and underutilization of the apartment The occupancy standard is based on 2 persons per bedroom plus one: * Children under the age of 2 are not counted when considering number of household members. No adult members can be added to the household in the first 12 months of occupancy.

Number of Bedrooms	Number of Occupants Allowed
1	3
2	5

INCOME REQUIREMENTS

The household's total gross annual income shall not exceed the properties income limits as determined by HUD. All forms of income must be disclosed. Information on the limits is available from the Community Manager; however this community serves applicants at the following income levels: \boxtimes Extremely Low, \boxtimes Very Low, \square Low.

TAKING APPLICATIONS

The Application:

Each adult (18 years of age or older or emancipated) must complete and sign the Rental Application. An application cannot be processed unless it is fully complete. Applicants must list all members that will reside in the apartment unit and designate the number of bedrooms being requested. If an apartment is not available when the application is submitted, the application will be pre-screened for project eligibility and if eligible, the applicant will remain on the waiting list. The application is approved and the available unit accepted, the applicant will be required to sign a lease agreement in which applicant agrees to abide by all property rules and regulations. Applicants are encouraged to read the lease agreement completely. If assistance is needed in completing the application or lease documents, contact the Community Manager.

Screening:

A report will be obtained through a commercial credit reporting agency, which complies with all Fair Housing and Fair Credit laws, ensuring every applicant is treated the same. The owner/agent will use the Enterprise Income Verification System to determine if the applicant or any member of the applicant household is currently receiving HUD assistance. Nothing prohibits a HUD housing assistance recipient from applying to this property. However, the applicant must move out of the current property and/or forfeit any voucher before HUD assistance on this property may begin (please also see Single Residence Criteria). Applicant(s) will only be eligible for assistance if the unit will be the family's only residence. Special consideration applies to minor children where both parents share 50% custody. Applicant must be able to establish the necessary utilities with the appropriate utility provider.

Background and criminal record checks will be conducted. An applicant will be denied if:

- Any household member has been evicted from Federally-assisted housing for drug-related criminal activity, or is currently engaging in the illegal use of a drug.
- There is reasonable cause to believe that a household member's abuse or pattern of abuse of alcohol and/or an illegal drug may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents.
- Any household member has a history of drug-related criminal activity including but not limited to possession, usage, distribution, transport, sale, manufacture or storage of illegal drugs and/or drug paraphernalia, or conviction under any State or Federal laws relating to illegal drugs and/or paraphernalia.
- Any household member is subject to lifetime registration requirements under a State or Federal sex offender registration program.
- Any other criminal history exists that would threaten the health, safety or peaceful enjoyment of the premises by other residents or the health and safety of the owner, employees, contractors, or agents that are involved in property operations.

• Any information provided by the applicant proves to be untrue during the verification process. These applications will be denied.

<u>Rejection Procedures:</u> If an applicant disputes the accuracy of any information provided to the landlord by a screening service or credit reporting agency, the applicant may contact the screening company that supplied the information within 60 days of the denial to obtain a copy of screening results. The name, address and phone number of the screening company will be provided in the denial letter. The denial letter will advise the applicant that if they believe there are errors in their screening report, they have fourteen (14) days to respond in writing to request an appeal. Applicants who are denied must wait 60 days before reapplying at the community.

SECTION 504

Habitat America, LLC has developed a Section 504 Policy to address all reasonable accommodation requests for persons with disabilities. For more information on reasonable accommodation requests, contact the Community Manager.

Security Deposit:	Minimum of \$50 to a Maximum of 1 month of tenant's rent			
Lease Term:	1 year			
Utilities Included:	Water, Sewer and Trash			

22 LIGHT APARTMENTS

Income Requirements and Rental Rates:

Total household income will be reviewed and verified for occupancy in our community in accordance with the following maximum and minimum income limits based on family composition. (Limits are subject to change)

Floor Plan	Unit Sq. Ft	Rent Amount	Minimum Income	Max. Inc. HH Size
1 BR, 1 BA 30% 4 units	635	\$915	N/A	1 person - \$21,850 2 people - \$25,000 3 people - \$28,100
2 BR, 1 BA 30% 2 unit	839	\$1,145	N/A	4 people - \$23,100 5 people - \$31,200 5 people - \$33,700

Preference:

Six (6) units – (4) 1BR unit and (2) 2BR units have been set aside for applicants who qualify for HUD's Section 811 PRA Demonstration Program and Applicants must be referred by MDOD. Please contact Christina Bolyard at MDOD 410-767-3647 or at <u>housinginfo.mdod@maryland.gov</u> for more information.

Pet Policy: Dogs, cats, birds, turtles and fish in small aquariums (20 gallons max) are welcome. A maximum of two dogs, cats or birds in any combination are permitted in each apartment with a maximum weight of 40 lbs. total for one full grown pet or two full grown pets combined. A refundable pet deposit of \$300 per pet will be required. Resident may elect to pay the full deposit at move in or pay \$50 at move in and \$10 each month after until deposit is paid in full. Management must see all pets prior to their move in and has the right to deny any pet that may violate the community rules and regulations or be a danger to the Community. Dog and Cat owners are required to present a copy of a current license and proof of current rabies inoculation at move in and annually. Dog owners must purchase and maintain renter's insurance coverage with a minimum of \$300,000 in liability coverage. A copy of the policy renewal must be given to management once a year. The policy must name the following as Certificate Holders: The name of the Community and Habitat America, LLC. This

requirement is to protect the dog owner against liability claims in the event their dog causes injury to others. Dogs, specifically, "Pit bulls" or other perceived vicious breeds (including but not limited to Pit bull crossbreeds, Pit bull mix, American Staffordshire terrier, Staffordshire bull terrier) are not permitted on the property at any time. Visiting Pets, puppies / kittens under the age of six (6) months, and other reptiles are not permitted. Management has the right to revoke the privilege of having a pet if the pet policies are violated. Animals which are designated as assistance animals to the disabled are accepted with the appropriate documentation.

Additional Background Requirements:

 Management will review 7 years of drug related criminal activity, felony convictions and history or pattern of misdemeanor convictions. These will be grounds for denial.

Smoking/Fire Risk Reduction Policy: Smoking will not be permitted in the units or anywhere on property grounds. Smoking is defined as carrying or inhaling or exhaling smoke from any lighted cigar, cigarette, e-cigarette, vaporizer, pipe or consumer product modified for smoking or any other lighted tobacco or plant product. Additionally, burning of incense and candles is prohibited to reduce risk of fire. All leaseholders will be required to sign a Non-smoking Lease Addendum agreeing to these rules prior to occupancy.

Violence against Women Act

The VAWA protections apply to families applying for or receiving rental assistance payments under the project-based Section 811 program. The law protects victims of domestic violence, dating violence or stalking, as well as their immediate family members generally, from being evicted or being denied housing assistance if an incident of violence that is reported and confirmed. The VAWA also provides that an incident of actual or threatened domestic violence, dating violence or stalking does not qualify as a serious or repeated violation of the lease nor does it constitute good cause for terminating the assistance, tenancy, or occupancy rights of the victim. Further information regarding this act is contained in the Resident Selection Plan.

If you need additional information concerning the Selection Criteria, please see the Community Manager. Please note this Resident Selection Criteria in its entirety is subject to change without notice. <u>Acknowledgment/Receipt:</u>

By signing below, I/We acknowledge that we were given and have received a copy of the Resident Selection Criteria for 22 Light Apartments Section 811 PRA units. I/We also understand that the property owner may disclose the application status to any agency with program regulations applicable to the community.

Applicant Signature

Date

Applicant Signature

Date

Management



Date

X	Managed by
	HABITAT
	AMERICA,
	LLC

B/R Size:

WELCOME TO YOUR NEW APARTMENT HOME! Traffic Source:

App Fee:\$ Anticipated Move In Date:

Agent:

Date App. Received:

n & dur	ng next 12 month period - PLEASE PR		-	1					r			
	NAME	Social Sociarity Number M/F				Age	Birth Date	Dees	Hispanic		t ALL tates	
	Last, First, MI (Jr, Sr, Etc.)			a Sti	udent?	0	MM/DD/YY	Race	Non-Hispa	nic Ever	Lived In	
HEAD				YES	NO			(Statistic	ai Purposes Or	11y)		
CO-H				YES	NO							
3.				YES	NO							
,. I.				YES	NO							
				-	NO							
5.				YES								
ò.			_	YES	NO							
′ .				YES	NO							
<u>Πο νοι</u>	expect any changes to the above lis	ted household composition	(siza)	in the r	novt 12	mont	hs?			YES	NO	
	explain:		(3120)			mon	115 :			TES	NU	
Is there someone not listed above who would normally reside in the household?								YES	NO			
	explain:											
	s be your only residence? xplain:									YES	NO	
	y household members currently rece	iving Section 8 assistance?								YES	NO	
	is the assistance: (circle one)	Housing Choice V	ouche	r	or	Pro	operty Based	I Section	on 8	120		
		RESIDENT HISTORY	AND	INFO	RMAT	ION						
HEAD	OF HOUSEHOLD											
CURR	ENT ADDRESS & PHONE #	Landlord/Mortgage N	lame 8	Addre	ss M	onthly	Payment	C	Occupancy	Dates		
						Rent \$ From:			rom:			
City:					M	ortgag	ge \$	T	To:			
State, Phone		City, State, Zip: Phone#			Δ	nnlica	nt Email:					
	OUS ADDRESS (if less than 3 years)		ame &	Addre			Payment	(Occupancy	Dates		
				, laaro		ent \$	raymon		rom:	Datoo		
City:					Μ	ortgag	ge \$		o:			
State,		City, State, Zip:										
Phone		Phone#										
	R ADULT HOUSEHOLD MEMB ENT ADDRESS & PHONE #	ER (If additional space is need Landlord/Mortgage N			blank p	bage ai	nd attach) Payment			Datas		
CURR	ENT ADDRESS & FHOME #		ameo	Auure		-	Fayment		Decupancy	Dales		
City:						ent \$ ortgag	2 o t		rom: o:			
State,	Zip:	City, State, Zip:			IVI	onga	JCΨ		0.			
Phone		Phone#			A	pplica	nt Email:					
	GENCY CONTACT INFORMATION											
NAME	:	ADDRESS:			P	HONE	:	F	RELATION	ISHIP:		
1.												
2. VEHIC	LE INFORMATION											
	/MODEL:	PLATE #:			C	OLOR	:	Y	EAR:			
	/MODEL:	PLATE #:				OLOR			'EAR:			
		ADDITIONAL										
Is any	household member listed above	currently using an illegal	subst	ance d	or have	e a pa	attern of alco	ohol ab	ouse?	YES	NO	
Have	you or any household member lis	ted above ever been cor	victed	l of a f	elony?	>				YES	NO	
If yes	describe:											
	household member listed above		requir	ement	under	r a sta	ate sex offer	nder re	gistration			
	m? If so, please list the househo		<u> </u>					_		YES		
	you or any household member lis	ted above ever been evid	cted o	r forec	losed	from	any housing]?		YES	NO	
	describe:	ted above a set the later of			16		(D:)					
	you or any household member lis		ankru	ptcy?	It yes,	Date	of Discharge:			YES		
	member of the household listed member of the household listed									YES		
			2							YES YES		
If yes, does this household member require any accommodations?												

Do vou	ı or an	y household member receive or e	T OF ANTICIP							
Rece Yes o	eive	INCOME SOURCE TY		Estii GR Mo	mated COSS nthly nount		of HH Member(s) V seives this Income		How is the received? (Circle the payment so	-
YES	NO	Employment Income (Full-time, Part-Time or Seasonal) Employer Name:		\$ Date of	Hire:				Direct Deposit Pre-paid Card	
		Employer Name:		Date of	Hire:					
		Employment Income (Full-time, Part-Time or Seasonal)		\$	11:				Direct Deposit Pre-paid Card	Check Cash
		Employer Name: Employer Name:								
YES	NO	Social Security		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Social Security Supplement – SSI		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Social Security Disability – SSDI		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Pension Plan Benefits		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Veterans Benefits - VA		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Self-Employment Income		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Annuities, IRA or other Retirement	1	\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Gifts/Contributions from Outside S	ource	\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Military Pay		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Does anyone work for a person whether the second se	no pays in cash	\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Unemployment/Workman's Comp	/Disability	\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	TCA, TANF, General Assistance E (not food stamps)	Benefits	\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Child Support, Alimony or Spousa It is Court Ordered: Yes or No	l Support	\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Is anyone on Leave of absence fro Lay-Off, Medical, Family Leave Ac or other		\$					Direct Deposit Pre-paid Card	Check Cash
YES	NO	Other income from sources not me	entioned above	\$					Direct Deposit Pre-paid Card	Check Cash
			STATEMENT O	OF ASSI	ET INFO	RMATION	1:			
Do you	ı or an	y household member listed abov	e have the follow	ving as	sets? Ple	ase list cur	rent value(s) belov	V		
	ave or No)	Asset Typ	e			t Value of Asset	Annual Interest Income from this Asset	Name of Household Member Who has the asset(s)		
YES	NO	Checking Account (s)	# of Accounts:_		\$		\$	```		
YES	NO	Savings/Money Market Accts.	# of Accounts:_		\$		\$			
YES	NO	Certificate of Deposit (CD)	# of Accounts:_		\$		\$			
YES	NO	IRA or Annuities	# of Accounts:_		\$		\$			
YES	NO	401K, 403B, 457A, etc.	# of Accounts:_		\$		\$			
YES	NO	Any other Retirement Accts.	# of Accounts:_		\$		\$			
	NO	Savings Bonds/Treasury Bills/ Stocks	# Owned:_		\$		\$			
YES		Olocka		1						

		STATEMENT OF ASSET IN	FORMATION	CONTINUED:		
YES	NO	Whole/Universal Life Insurance Policies # of Policies:	\$	\$		
YES	NO	Does anyone own any Burial Plot(s)	\$	\$		
YES	NO	Does anyone own any property or have equity in any real estate? (Homes, Mobile Homes, Land, Condos, Time Share, Commercial Rental or Other Rental Property) If the property is owned, Is it for sale? YES NO	\$	\$		
YES	NO	Does anyone receive Rental Property Payments or Note Receivable	\$	\$		
YES	NO	Do you own collections (gems, art, coins, etc.) or any other property which is held as an investment	\$	\$		
YES	NO	Have you received or expecting to receive any <u>LUMP</u> <u>SUM PAYMENTS</u> from: Social Security Delayed payments, inheritances, capital gains, one-time lottery winnings, victims restitution, worker's compensation, disability or any type of insurance claims/settlements	\$	\$		
YES	NO	Do you have Cash on Hand	\$	\$		
YES	NO	Any other assets not listed above	\$	\$		
Does yo	our tota	al assets value \$5,000 or more?			YES	NO
Does a If yes, p	-	nber of the household have an asset(s) owned jointly with explain:	a person who i	s NOT a member of the household	? YES	NO
Have you sold any property within the last two years? If yes, please explain:						NO
Have you disposed of (given away) any assets within the last two years?						NO
If yes, please explain: Date asset(s) was disposed of (given away):						
The asset(s) I/We disposed of (gave away) was:						
		et Value of the asset(s) disposed of (gave away) was: \$				
The am	ount re	eceived for the asset I/We Disposed of (if any):\$				

STUDENT INFORMATION

Definition of a student is any person part-time or full-time enrolled in an institution of higher education for the purposes of earning a degree, certificate or other program leading to a recognized educational credential.

Will any persons in the household be or have been students during five calendar months of this year or plan to be in the next calendar year at an educational institution (other than a correspondence school) with regular faculty and students? No

Y	es	 	 	_	
	<u>،</u>	 	۰.		

If yes, who is enrolled? _____ Name of School: _____

How is the education paid for? ______ What is the cost of Tuition per semester? \$_____

Are ALL of the persons in this household Full-time Student(s)?	YES	NO
Are any full-time student(s) married and filing a joint tax return?	YES	NO
Are any student(s) enrolled in a job-training program receiving assistance under the Job Training Partnership Act?	YES	NO
Are any full-time student(s) a TANF or a Title IV recipient?	YES	NO
Are any full-time student(s) a single parent living with his/her minor child who is not a Dependent on another tax return?	YES	NO

MEDICAL EXPENSES							
Type of Expenses	Family Member Who Pays	Monthly Amount					

PET & ASSISTANCE ANIMALS

Please review the property pet/assistance animal rules. The presence of any animal must be approved before the animal is allowed to be kept in the unit.

Do you plan to house an Animal? YES _____ NO ____ If Yes, Provide the following information:

Animal Type (dog, cat, bird, etc.)	Breed (if applicable)	Weight (full grown)	Is the animal a Service animal required to assist with a disability				
			YES	NO			
			YES	NO			

FRAUD STATEMENT

Title 18 Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person, who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security numbers are contained in the Social Security Act at 208 (a) (6), (7) and (8). Violations of these provisions are cited as violations of 42 U.S.C. Section 408 (a) (6), (7) and (8)

RESIDENT'S STATEMENT

WE UNDERSTAND THAT THE ABOVE INFORMATION IS BEING COLLECTED TO DETERMINE MY ELIGIBILITY FOR RESIDENCY. I/WE AUTHORIZE THE OWNER/MANAGER TO VERIFY ALL INFORMATION PROVIDED ON THIS APPLICATION/CERTIFICATION AND MY/OUR SIGNATURE IS CONSENT TO OBTAIN SUCH VERIFICATIONS. I/WE UNDERSTAND THAT SCREENING WILL BE COMPLETED BY A CREDIT REPORTING AGENCY IN ACCORDANCE WITH TENANT SELECTION PLAN. I/WE CERTIFY THAT I/WE HAVE REVEALED ALL INCOME AND ASSETS AND ASSETS DISPOSED. I/WE FURTHER CERTIFY THAT THE STATEMENTS MADE IN THIS APPLICATION/CERTIFICATION ARE TRUE AND COMPLETE TO THE BEST OF MY/OUR KNOWLEDGE AND BELIEF AND ARE AWARE THAT FALSE STATEMENTS ARE PUNISHABLE UNDER FEDERAL LAW. I/WE UNDERSTAND THAT ANY INCOMPLETE APPLICATION WILL NOT BE PROCESSED.

SIGNATURE OF HEAD OF HOUSEHOLD	DATE
SIGNATURE OF CO-TENANT	DATE
SIGNATURE OF CO-TENANT	DATE
SIGNATURE OF CO-TENANT	DATE

OWNER'S SIGNATURE

	DWNER'S/MANAGEMENT AGENT PRESENTATIVE:	DATE
•	Unkited America, U.O.I. on Encel Unceine One estudio mercidae, Michaelen Pier	



Habitat America, LLC is an Equal Housing Opportunity provider. It is our policy to treat all residents and visitors fairly and consistently without regard to race, color, religion, sex, national origin, disability, familial status, sexual orientation, gender identity or marital status. Habitat America, LLC and its employees comply with the provisions of Title VIII of the Civil Rights Act of 1968, the Fair Housing Amendments Act of 1988, and, to the extent applicable, the Americans with Disabilities Act. Furthermore this community complies with the State and Local fair housing regulations of the jurisdictions in which it is located.



Rev: 07/09/2019

APPLICANT or CO-SIGNER CONSENT

"I hereby authorize <u>22 Light Apartments</u> to obtain a consumer report, and any other information it deems necessary, for the purpose of evaluating my application. I understand that such information may include, but is not limited to, credit history, civil and criminal information, records of arrest, rental history, employment salary details, and/or any other necessary information."

"I hereby expressly release <u>22 Light Apartments</u>, and any procurer or furnisher of information, from any liability whatsoever in the use, procurement, or furnishing of such information, and understand that my application information may be provided to various local, state and/or federal government agencies, including without limitation, various law enforcement agencies."

"I understand that should I lease an apartment, <u>22 Light Apartments</u>, through its agents, assignees and employees, shall have a continuing right to review my consumer report information, rental application, payment history and occupancy history for account review purposes, future renewal consideration, collection purposes and for improving application methods."

Applicant or Co-signer Signature

Applicant or Co-signer Signature

Applicant or Co-signer Signature

Applicant or Co-signer Signature

Community Manager/Agent's Signature



Date

Date

Date

Date

PRIVACY PROTECTION ACT LETTER (Maryland)

22 Light Apartments (Property Name)

NOTICE OF DISCLOSURE FOR APPLICATION

As provided by the Maryland Personal Information Protection Act of 2008, anyone who is requested to provide personal information about himself must be informed whether he/she is legally required to provide such information, or whether he/she may refuse to supply the information requested. As an applicant for housing he/she is required to provide certain information that will enable <u>Habitat America, LLC</u> to complete the eligibility process for Section 42 Low Income Housing Tax Credit Program or other federal housing programs.

A Photostat or facsimile copy of your signature may be used to retrieve information required to determine gross annual income. It may be used to verify information listed on our application or re-certifications for the purpose of approval and/or retrieval of income and asset information during the compliance period of the property, deemed necessary for the Section 42 Low Income Housing Tax Credit Program or other federal housing program guidelines set forth for this property.

Your signature below indicates authorization to request verifications of necessary information concerning any income or asset sources by phone, fax or Photostat copy of this form, along with the necessary identifying verification form during the <u>declared compliance period</u> of this property.

The information requested will be used to determine an adjusted annual income, which you and your family receive from all income sources. This is necessary because the Rules and Regulations adopted pursuant to the Authority conferred on the Maryland Department of Housing and Community Development limit eligibility for initial occupancy to families whose adjusted income does not exceed certain established limits. In addition, it is necessary to know the composition of your family (number of dependents) so that the proper size of dwelling unit may be authorized for you and your family.

Although you are not legally required to provide the information requested, your failure to do so will result in our inability to determine your eligibility for housing in this development.

This paperwork is retained in your file and is subject to audits by Maryland Department of Housing and Community Development, 7800 Harkins Road, Lanham, Maryland, 20706. It is possible that information provided by you will be revealed to others for the purpose of confirmation or for other purposes in accordance with the Maryland Freedom of Information Act, but any information so supplied is subject to the safeguards of the Maryland Personal Information Protection Act.

My/Our signature(s) below indicate my/our acceptance of the application for occupancy in its entirety.

Applicant #1 Signature

Date

Applicant #2 Signature

Date

Applicant #3 Signature

Date

Authorized Agent Habitat America, LLC

Date

