

LOTTERY APPLICATION

Old High School Commons Affordable Rental Preliminary Lottery Application

Please see Application Instruction sheet

FOR INCLUSION IN THE LOTTERY
COMPLETED APPLICATION MUST BE RECEIVED
NO LATER THAN NOON ON February 1, 2012

Application may delivered or mailed to:
Peabody Properties, Inc
Old High School Commons Lottery
536 Granite Street
Braintree, MA 02184

Management use only:
Date/Time Rcd _____
Application # _____
Lottery # _____

Applying for : 1 BR 2 BR 3 BR HP Adapted
Applicant's Name: _____ SS# _____

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

Home #: _____ Work #: _____ Cell #: _____

Co-Applicant's Name: _____ Soc. Sec. # _____ Address (if different) _____

City: _____ State: _____ Zip: _____ Home #: _____ Work #: _____

Income Verification (including investment income. Income must be reported for all household members age 18 and older.) Total gross income: Includes income from all sources such as employment, investments, social security, child support and alimony, etc.

	Household Members	Relationship	Date of Birth	Gross Annual Income	Source of Income	Value of Assets	Full Time Student Yes / No
1	SELF						
2							
3							
4							
5							
6							

HANDICAPPED ADAPTED:

If you or a member of your household need or prefer a unit with special design features, please check appropriate box: Mobility Vision Hearing Other _____

PREFERENCE PLEASE CHECK APPLICABLE BOX

- Are you seeking preference as a present resident of Town of Acton Yes No
If yes, attach proof of residency (lease, utility bill, car registration, etc).
- Are you seeking preference as a current employee (at least 20 Hrs per week) of the Town of Acton Yes No
If yes, attach proof of employment (pay stubs, letter from employer, etc).
- Are you seeking preference as a family with children in the Town of Acton school program Yes No
If yes, attach proof of attendance (letter / correspondance from school, etc).

Citizenship: Are you a U.S. Citizen? Yes No If no, do you have permanent resident alien status? Yes No

EQUAL OPPORTUNITY / FAIR HOUSING INFORMATION

The following information will be required by the Federal Government to monitor this owner / management agent's compliance with Equal Housing Opportunity and Fair Housing Laws. The law provides that an applicant may not be discriminated against on the basis of the information supplied below whether or not the information is furnished.

RACE OR NATIONAL ORIGIN (Your response to this section is voluntary)

- White / Non-Minority Native American or Alaskan Native Black / African American
 Hispanic / Latino Asian or Pacific Islander Cape Verdean / Other

I understand and grant permission for all of the above information to be verified by the owner / agent. I further understand and grant permission to authorize a credit bureau service to make a criminal background check and any consumer report and investigative consumer report, whereby information is obtained through public records, personal or telephonic interviews with my neighbors, friends, or others with whom I am acquainted. This inquiry may include information as to my character, credit worthiness, credit standing, and credit capacity. I understand that I have the right to make a written request within a reasonable period of time to receive information about the nature and scope of any such report that is made.

Please Read each item below carefully before you sign.

- I hereby certify that the information provided in this preliminary application is correct to the best of my knowledge.
- I understand that this is a preliminary application and the information provided does not guarantee housing. Additional information and verifications will be necessary to complete the standard application process.
- I understand that I may submit only one application per household and that duplicate household applications will disqualify my household from the lottery.

HOW DID YOU HEAR ABOUT US? _____

Applicant's Signature _____

_____ Date

Co-Applicant Signature _____

_____ Date



LOTTERY APPLICATION INSTRUCTION SHEET

Preliminary RENTAL Application Instructions

Please read this notice in full before completing in your application.

If, after reading these instructions, you still have questions, please call 978-606-6510

Eligibility Criteria

1. Your total household income and assets must be within the required limits:
Include as income: income of all household members age 18 and older, include gross income from employment, including overtime, bonuses and commissions; pensions; annuities; dividends; interest on assets; social security; social security supplement; alimony and child support; veterans' benefits; unemployment and disability compensation; welfare assistance; regular gifts; etc..
Include as assets: the current value of all savings, checking and investment accounts (including retirement and educational accounts), real estate, investment property etc. (Do not include automobile(s) and other personal property.)

Attach proof of income and assets to application i.e. copy of pay stub, award letter, monthly bank statement, etc.
2. Your household size and composition must be appropriate for the unit size
3. You must be credit-worthy, have sufficient income to afford the rent. Generally, you should be paying no more than 40 percent of your gross income to rent or assets equal to at least two years of rent
4. You have not committed any fraud in connection with any federal or state housing assistance program.
5. You intend to reside in the development as your primary residence

Application Process

1. You must fill out the application completely and it must be returned no later than noon on February 1, 2012. If unsigned or incomplete, your Preliminary Application will be rejected.

Applications may be obtained on the internet at [www. Peabodyproperties.com](http://www.Peabodyproperties.com) or from the following locations:

By calling or in person	In person	In person
Peabody Properties, Inc	Acton Memorial Library	Acton Town Hall
The Old High School Commons Lottery		Room 204
536 Granite Street	486 Main St	472 Main St
Braintree, MA 02184	Acton, MA	Acton, MA
978 -606-6510		

2. Applications **MUST be** received no later than noon on **February 1, 2012** to eligible for the lottery. All application Must be either dropped off or mailed to:

Peabody Properties, Inc
Old High School Commons Lottery
536 Granite Street
Braintree, MA 02184
3. Information provided on this Preliminary Application will be treated as confidential.
4. All information provided will be verified. If you have intentionally falsified information, your application will be rejected.
5. Your household can file only one application, and no household member can appear on more than one application.
6. Preliminary Applications will be reviewed as quickly as possible. You will be notified by mail of receipt of your application, your application number, and your eligibility for the rental housing lottery
7. The lottery consists of a blind selection, from a container, of coupons bearing applicant identification numbers. The order in which your coupon is drawn, determines your ranking for a particular unit type
8. Priority for the accessible units will be for families which require physical accommodations.
9. If your lottery number indicates that you have a high likelihood of being offered a unit, you will be required to attend an interview after the lottery drawing and complete a full application.
10. If you are disabled and require an accessible unit, an extra bedroom for equipment or for a Personal Care Attendant, a reasonable modification of the housing, or a reasonable accommodation of rules, policies, practices or services, please include a letter from your primary health care provider explaining such special requirements.
11. The Lottery drawing will be held on February 15, 2012 - Room 125 - Acton Town Hall - 472 Main St. Acton, MA. It is not necessary for you to be in attendance at the Lottery drawing. You will be notified of the lottery results via the mail.



It is unlawful to discriminate against any person because of race, color, religion, familial status, age, sex, sexual orientation, handicap, veteran's status, national origin or ancestry.

