



STAR LAKE APARTMENTS
P.O. Box 6
Star Lake, NY 13690
(315) 848-2074
TDD Relay 711

OFFICE USE ONLY: DATE RECEIVED _____ TIME RECEIVED _____
 MANAGER INITIALS _____

THIS FORM SHOULD BE COMPLETED IN YOUR OWN HANDWRITING. YOU MUST USE THE CORRECT LEGAL NAME FOR EACH MEMBER OF YOUR HOUSEHOLD AS IT APPEARS ON THE SOCIAL SECURITY CARD. LIST APPLICANT FIRST, CO-APPLICANT SECOND, OTHER MEMBERS OF HOUSEHOLD THIRD, ETC. ALL INFORMATION IS KEPT CONFIDENTIAL.

(If you are unable to fill out this application, someone will fill it out for you or you may choose someone to fill it out. That person must sign the last page as the person whose hand-writing appears on the form.)

(ALL BLANKS MUST BE FILLED IN OR THIS FORM WILL BE RETURNED TO YOU)

How did you hear about us? ___ Newspaper ad ___ Brochure ___ Website ___ Drive By
 ___ Flyer ___ Word-of-Mouth ___ Existing Resident ___ Other _____

APPLICANT'S NAME _____ PHONE NO. _____
 PRESENT ADDRESS _____ RENT: \$ _____
 _____ UTILITIES INCLUDED? _____

A. LIST ALL PERSONS WHO WILL BE LIVING IN YOUR HOME.

	NAME	DATE OF BIRTH	RELATION TO HEAD OF HOUSE	SOCIAL SECURITY # (FOR ALL)	U.S. CITIZEN? (Circle One)	FULL TIME STUDENT? (Y/N)
1			HEAD OF HOUSEHOLD		Yes No	
2			CO-TENANT		Yes No	
3					Yes No	
4					Yes No	
5					Yes No	
6					Yes No	

If "no" is circled for any member of the household, that household member must sign a Verification of Consent form and submit documentation of citizenship status.

B. Do you have any unusual expenses related to employment, such as a care attendant or auxiliary apparatus for a disabled family member? Yes _____ No _____ If yes, please explain:

Will any alterations to the apartment be necessary for you or a member of your family? Yes ___ No ___ If yes, please explain: _____

What apartment size are you applying for? _____ Bedroom(s)

Do you require an accessible unit or reasonable accommodation due to disability? ___Yes ___No

C. INCOME: LIST ALL SOURCES OF INCOME AS REQUESTED BELOW. ENTER ZERO (\$) FOR ANYTHING THAT DOES NOT APPLY:

NAME OF FAMILY MEMBER

SOURCE OF INCOME

_____	a.	Social Security Gross monthly amount	\$ _____
_____		Social Security Gross monthly amount	\$ _____
_____	b.	Pension monthly amount	\$ _____
_____		Pension monthly amount	\$ _____
Source of Pension(s) _____			
_____	c.	SSI Benefits monthly amount	\$ _____
_____		SSI Benefits monthly amount	\$ _____
_____	d.	Wages Gross monthly amount	\$ _____

Employer's Name _____
 Employer's Address _____

Wages Gross monthly amount \$ _____

Employer's Name _____
 Employer's Address _____

_____	e.	Unemployment Comp. monthly amt.	\$ _____
_____		Unemployment Comp. monthly amt.	\$ _____
_____	f.	Social Services monthly amount	\$ _____
_____		Social Services monthly amount	\$ _____
_____	g.	Full Time Student over 18	\$ _____
_____		Full Time Student over 18	\$ _____
_____	h.	Alimony monthly amount	\$ _____
_____	i.	Child Support monthly amount	\$ _____
_____	j.	Earned Income	
_____		Tax Credit ANNUAL amount	\$ _____
_____	k.	Other Income monthly amount	\$ _____
Source _____			
_____		Other Income monthly amount	\$ _____
Source _____			
_____	l.	Income from investments monthly	\$ _____
_____		Income from investments monthly	\$ _____
_____	m.	Interest income monthly amount	\$ _____
_____		Interest income monthly amount	\$ _____

Do you anticipate any changes in this income during the next 12 months? Yes _____ No _____

Does anyone in the household receive any regular contributions or gifts from non-household members?

Yes _____ No _____ If yes, explain _____

Does anyone in the household receive any income from property? Yes _____ No _____ Explain _____

Do you expect anyone not listed on this application to be moving in with you in the future?

Yes _____ No _____

Is either the Head of Household or Co-head a full-time student or expected to be in the next 12 months?

Yes _____ No _____

D. PLEASE LIST ALL ASSETS FOR ALL HOUSEHOLD MEMBERS (Bank checking, savings accounts, credit union accounts, C.D.'s, stock)

	ACCOUNT NUMBER	BANK	BALANCE	INTEREST RATE
Checking Account	# _____	_____	_____	_____
	# _____	_____	_____	_____
Cash on Hand	_____	_____	_____	_____
Savings Account	# _____	_____	_____	_____
	# _____	_____	_____	_____
Credit Union	# _____	_____	_____	_____
	# _____	_____	_____	_____
C.D.'s	# _____	_____	_____	_____
	# _____	_____	_____	_____
Savings Bonds	# _____	_____	_____	_____
	# _____	_____	_____	_____
Other (property held as an investment or life insurance cash value)	# _____	_____	_____	_____
	# _____	_____	_____	_____

Real Property: Do you own any property? Yes _____ No _____
 If yes, type of property _____
 Where is property located _____
 Appraised Market Value \$ _____

Have you sold/dispensed of any property in the last 2 years? Yes _____ No _____
 If yes, type of property _____
 Market Value when sold/dispensed \$ _____
 Date of transaction _____

Have you disposed of any other assets in the last 2 years (Example: Given away money to relatives, set up irrevocable trust accounts)? Yes _____ No _____ If yes, describe asset _____
 Date of Disposition _____
 Amount disposed \$ _____

Do you have any other assets not listed above (excluding personal property)? Yes _____ No _____
 If yes, list _____

E. MEDICAL/CHILD CARE/HANDICAP ASSISTANCE EXPENSES

A deduction is allowed for households whose head or co-head is elderly, (62 or older), or disabled (regardless of age).

Are you or anyone in your household seeking this deduction? Yes _____ No _____

If yes, you must provide evidence in the form of a statement by a qualified individual. THE NATURE OF A DISABILITY DOES NOT HAVE TO BE DISCLOSED.

Medical Costs: Complete this part ONLY if Head of Household or Co-Tenant is age 62 or older, or Disabled (regardless of age).

Medicare Premiums Monthly Amount \$ _____
 Monthly Amount \$ _____

Medical Insurance Coverage - Insurer's Name _____
 Address _____

Monthly Amount \$ _____
Anticipated Medical/Drug/Prescription costs NOT covered by insurance or reimbursed:
Monthly Amount \$ _____
Medical Bills or outstanding costs YOU are making monthly payments for:
Balance Due \$ _____ Monthly Payments \$ _____ Payable to: _____

Name and Address of all Physicians you are seeing on a regular basis:

Any other medical expenses: Type _____
Amount _____

CHILD CARE Costs: Complete ONLY for children 12 and younger:
Names of children cared for _____ Age _____
_____ Age _____
_____ Age _____
_____ Age _____

Name and Address of Person or Agency caring for children _____

Weekly cost for children due to employment or education \$ _____

DISABILITY ASSISTANCE EXPENSES: Complete ONLY if Disability related expenses allow a member of the household to work or attend school. List type of expenses, weekly amount, paid to whom:

F. REFERENCES:
Landlord references and/or rental history for the last 5 years is required. If additional space is needed for references please attach an additional sheet of paper to this application.

1. Current Landlord: Name _____
Address _____
Phone Number _____

2. Prior Landlord: Name _____
Address _____
Phone Number _____

3. Are you currently under eviction or have you ever been evicted or refused to pay rent? Yes ____ No ____
If so, why? _____

CRIMINAL HISTORY:

1. Are you a current illegal user of controlled substance or have you ever been convicted of using a controlled substance? ___Yes ___No. If yes, have you successfully completed a controlled substance abuse recovery program or are you presently enrolled in such a program? ___Yes ___No
2. Have you or any member of your household ever been convicted or pleaded "guilty" or "no contest" to a crime (whether or not resulting in a conviction)? ___Yes ___No
If yes, what State/County? _____ When? _____
3. Are you or any member of your family a drug dealer or have you of any family member ever been a drug dealer? Yes _____ No _____
4. Have you or any household member ever been convicted of or pleaded guilty or "no contest" to a crime involving sexual misconduct (whether or not resulting in a conviction)? ___ Yes ___ No
If yes, what State/County? _____ When? _____
5. Are you or any household member a Registered or Unregistered Sex Offender? ___Yes ___No
If yes, list State(s): _____
6. Please list all States you have lived in: _____

CREDIT REFERENCES:

1. Name _____ Address _____ Phone _____
2. Name _____ Address _____ Phone _____
3. Name _____ Address _____ Phone _____

PERSONAL REFERENCES (NO RELATIVES)

1. Name _____ Address _____ Phone _____
2. Name _____ Address _____ Phone _____
3. Name _____ Address _____ Phone _____

IN CASE OF EMERGENCY NOTIFY: _____
 Address _____
 Phone Number _____

LIST YEAR, MAKE, COLOR AND LICENSE PLATE # FOR ALL VEHICLES IN YOUR HOUSEHOLD

YEAR/MAKE	COLOR	LICENSE PLATE #
_____	_____	_____
_____	_____	_____

Do you own any pets: Yes ___ No ___ If yes, describe _____

Acceptance of this application does not guarantee rental of an apartment. All applicants must meet screening criteria, including landlord, credit and criminal background checks. Changes in family income, size and address and phone number must be reported promptly to management in order to properly process your application.

A security deposit and a one year lease are required. Copies of birth certificates will be required for all household members.

***RACE/ETHNICITY ORIGIN OF HEAD AND CO-TENANT: COMPLETION OF THIS SECTION IS REQUIRED BY HUD**

*The information regarding race, national origin, and sex designation solicited on this application is requested in order to assure the Federal Government, acting through the U.S. Department of Housing and Urban Development, that Federal Laws prohibiting discrimination against tenant applicants on the basis of race, color, national origin, religion, sex, familial status, age, handicap, sexual orientation or gender identity are complied with. HUD requires you to furnish this information, however, it will not be used in evaluating your application or to discriminate against you in any way.

APPLICANT #1

Ethnicity:

- Hispanic or Latino
- Not Hispanic or Latino

Race: (Mark one or more)

- American Indian/Alaska Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White

Gender:

- Male Female

APPLICANT #3

Ethnicity:

- Hispanic or Latino
- Not Hispanic or Latino

Race: (Mark one or more)

- American Indian/Alaska Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White

Gender:

- Male Female

APPLICANT #5

Ethnicity:

- Hispanic or Latino
- Not Hispanic or Latino

Race: (Mark one or more)

- American Indian/Alaska Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White

Gender:

- Male Female

APPLICANT #2

Ethnicity:

- Hispanic or Latino
- Not Hispanic or Latino

Race: (Mark one or more)

- American Indian/Alaska Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White

Gender:

- Male Female

APPLICANT #4

Ethnicity:

- Hispanic or Latino
- Not Hispanic or Latino

Race: (Mark one or more)

- American Indian/Alaska Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White

Gender:

- Male Female

APPLICANT #6

Ethnicity:

- Hispanic or Latino
- Not Hispanic or Latino

Race: (Mark one or more)

- American Indian/Alaska Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White

Gender:

- Male Female

I/We certify that all information in this application is true to the best of my/our knowledge and that I/We understand that false statements or information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy. I/We certify that if accepted for tenancy, this unit will be my/our permanent residence and I/we will not maintain a separate subsidized rental unit in a different location.

Also, I/we do hereby authorize Belmont Management Co., Inc. and its staff or authorized representatives to contact any agencies, offices, groups or organizations to obtain and verify any information or materials which are deemed necessary to complete my/our application for housing in this property managed by Belmont Management Co., Inc.

SIGNATURES:

Applicant

Date

Co-Applicant

Date

Additional Adult

Date

Do we have your current e-mail address?

Signature of Person Filling Out Form for Tenant

"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 willingly 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 of misusing the social security number are contained in the Social Security Act at 42 U.S.C. 208(a) (6), (7) and (8). Violations of these provisions are cited as violations of 42 U.S.C. 408 (a) (6), (7), and (8)."

STAR LAKE HUD-7
04/20/18

Non-Smoking Application Addendum

Property: _____

In order to protect the health of our residents and employees, this facility has been designated a **non-smoking** facility. That means that there is no smoking in the building (including the apartments) or within fifty feet of the building by anyone, including tenants, guests, employees, vendors or contractors.

Do you understand our smoking policy and agree to adhere to it should your application be approved and you are accepted for residency?

____ Yes ____ No

(If no, please understand that you cannot be accepted for occupancy since you are not willing to abide by the terms and conditions of the Lease Agreement.)

I understand the smoking policy and agree to abide by it if my application is approved.

Applicant Signature

Date