



**The Gerson Building
P.O. Box 511
Haverhill, MA 01831
617-209-5429 US Relay 711
Fax 978-458-9503**

Dear Applicant,

Thank you for your interest in The Gerson Building. This brand new building is located at 181 Washington Street in downtown Haverhill. Applications for housing will be available beginning June 2 and will continue through August 3, 2020.

Applications will be available through the following methods:

- ✓ Please visit www.thegersonbuilding.com and download the application.
- ✓ Call 617-209-5429 and clearly state your full name, full address, with zip code and an application will be mailed to you. Or provide your email and one will be emailed to you.
- ✓ Copies of the application will be available at Haverhill City Hall at 4 Summer St, Room 309, Haverhill, MA

Once your application is completed it can be returned by:

Mailing to The Gerson Building, P.O. Box 511, Haverhill, MA 01831. Mailed applications must be postmarked no later than August 3 at 5:00 p.m.

Deadline: All completed applications must be received or post-marked no later than 5:00 pm on August 3.

Please be advised that incomplete applications will not be included in the lottery.

This property has a veteran preference for 70% of the apartments and is governed by the Low Income Housing Tax Credit (LIHTC) Program. Please be aware that all household members cannot be full-time students unless the household qualifies for an exemption. Income restrictions apply. Please visit our website at www.thegersonbuilding.com for details.

This preliminary application is used to gather the minimum information necessary to make a preliminary determination of eligibility for entry into the lottery. Entrance into the lottery is not an offer for housing. The lottery is scheduled to be held on August 11 at 11:00 a.m. at 10 Reed Street. Once the lottery is completed you will receive written notification of your position on the waitlist. Selection for tenancy will begin shortly after the lottery is completed.

When you approach the top of the waitlist, we will contact you for an interview. At that time all adult members of the family will be asked to sign the required individual verification forms authorizing management to verify family income, assets, expenses, and other eligibility factors in accordance with the programs applicable to this property before any offer of a unit can be made.

We look forward to hearing from you! Please feel free to contact us at 617 209-5429 if you have any questions.



JOIN OUR COMMUNITY TODAY!
 P.O. Box 511
 Haverhill, MA 01831
Phone: (617) 209-5429 | US Relay 711

PRE-APPLICATION FOR THE GERSON BUILDING

Please Print Clearly

NAME: _____
 ADDRESS: _____
 CITY/STATE/ZIP: _____
 Bedroom _____
 PHONE: _____ ALT PHONE: _____
 EMAIL: _____

UNIT SIZE REQUESTED: 1 Bedroom _____
 2 Bedroom _____
 3 _____

Pre- applications are used to pre-qualify prospective applicants for the waiting list. All applicants will be asked to complete a full application upon being selected from the waiting list and may be interviewed for housing only after the receipt of the full application. For the Gerson Building initial applicants for housing will be selected from a lottery.

Please complete all sections of this pre- application and return to P.O. Box 511, Haverhill, MA 01831. If a question is not applicable, write "N/A" in that section. If all sections are not completed, the preliminary application will be returned to you for completion and will not be placed on the waiting list. Every family member age 18 as well as the Head, Co-head and Spouse must sign and date the application.

HOUSEHOLD COMPOSITION & STUDENT STATUS ELIGIBILITY

List ALL persons who will live in the apartment in at least the first 12 months of occupancy (including any unborn children and live-in-aides). List the head of household first.

First Name, Last Name	Relationship to head of household	Date of Birth	Student Status (F1) (Must Circle as Applicable to EACH Member)
	Head of Household		Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student

Are you or a member of your household a veteran?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name of the family member:		
Branch of the Military:		



Are ALL household members full time students?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, you MUST answer the following questions "a" through "e".		
a. Is any full-time student(s) a TANF or a title IV recipient?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Is any student(s) enrolled in a job-training program receiving assistance under the Job Training Partnership Act or other similar federal, state or local law?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are all full-time student(s) married (not necessarily to one another) and filing a joint tax return?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all of the full-time student(s) a single parent living with his/her minor child/ children and not a Dependent on another individual's tax return and the child/children aren't a dependent of another person other than a parent of the child/children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e. Has any full-time student previously been under the care and placement of a foster care program (under Part B or E of Title IV of the Social Security Act)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

INCOME

List ALL sources of gross income anticipated to be received by any/all household members in the next 12 months, including but not limited to: Employment, self-employment (net business income), unemployment, Social Security, SSI, SSP, Public Assistance, Pension payments, child support, alimony, regular gifts/ contributions etc.

Household Member Name	Source of Income	Gross Annual Amount
		\$
		\$
		\$
		\$

Assets

List ALL household members' assets, including but not limited to: Checking accounts, savings accounts, trust accounts, certificates of deposit (CDs), credit unions, savings bonds, life insurance policies, 401(k)s, SSA Direct Express Debit Cards, etc.

Household Member Name	Type of Asset / Bank Name / Last 4 Digits of Acct #	Current Balance (Checking Accts – 6 mo Average Balance)
		\$
		\$
		\$
		\$



The following four questions are asked for the sole purpose of providing an equal opportunity to enjoy your housing. Answering them is voluntary, but if you don't let us know what you need to have an equal opportunity to enjoy your housing, we can't satisfy your needs.

1. Do you need a fully accessible unit for someone with a mobility impairment? Yes No
 *Note: If you only need a unit on the first floor and it doesn't need to be fully accessible please answer "no" here and respond to question 4 below with a "yes" and let us know your needs.

2. Do you need only certain accessible features of a unit?
 Yes No If yes, please list the features that you need to be accessible: _____

3. Do you need a unit with special features for someone with a hearing and/or visual impairment?
 Yes No

4. Does any member of the household have any accessibility or reasonable accommodation requests or alternate ways we need to communicate with you?
 Yes No If yes, please explain: _____

ADDITIONAL INFORMATION

1. How were you referred to this property?

Notice for the following question: We do not discriminate based on voucher certificate holder status. The following question is asked for the sole purpose to determine an applicant household's ability to pay rent for a unit that does not have Project Based Subsidy.

2. Do you currently have a mobile Voucher/Certificate?

Yes

No

What agency issued the voucher?

3. Are you an owner, developer or sponsor of this project (or officer, employee, agent or consultant of the owner, developer or sponsor)?

Yes

No

Have you or any member of your family ever been: (A) convicted of a felony; and/or (B) subject to any State Sex Offender Lifetime Registration requirement?

Yes

No

If yes, please specify if A or B above and which family member this applies to:



CERTIFICATION

I/We hereby certify that I/We do/will not maintain a separate subsidized rental unit in another location. I/We further certify that this will be my/our permanent residence. I/We understand I/We must pay a security deposit for this apartment prior to occupancy. I/We understand that my eligibility for housing will be based on applicable income limits and by management's selection criteria. I/We certify that all information in this application is accurate and complete to the best of my/our knowledge and I/We understand that intentional false statements or information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy. I/We hereby authorize the release of information regarding a criminal background and credit check, and landlord authorization. All adult household members, 18 or older, must sign the application. Further, any head, co-head or spouse, who is an emancipated minor, must also sign below.

SIGNATURE(S):

(Signature of Tenant)	Date
(Signature of Co-Tenant)	Date
(Signature of Co-Tenant)	Date
(Signature of Co-Tenant)	Date

Attachments: Application Cover Letter, as applicable, based on program, (s) at property

Application

Attachments below, as applicable, based on program(s) at property

Attachment A: Notice of Nondiscrimination, Right to a Reasonable Accommodation and Free Language Assistance for People with LEP

Attachment B: 1A Application Addendum - Demographics Data Collection & Consent

Maloney Properties Inc. does not discriminate on the basis of any protected status, including disability, in the admission of or access to, or treatment or employment in its programs and activities. Maloney Properties, Inc. provides persons with disabilities the opportunity to request a Reasonable Accommodation in order to apply to and participate in such programs and activities. Maloney Properties, Inc. also provides people whose primary language isn't English and as a result have limited English proficiency the opportunity to request free language assistance in order to apply to or participate in its programs and activities. Kathy Broderick coordinates Maloney Properties' compliance with all nondiscrimination requirements, including Section 504. Contact her with any questions or concerns relating to Maloney Properties' compliance with nondiscrimination requirements: Telephone (781) 943-0200 x255, Relay #711 or at Maloney Properties, Inc. 27 Mica Lane, Wellesley, MA 02481.

