

WHITEFISH HOUSING AUTHORITY

100 4th Street East
Whitefish, MT 59937
406-862-4143 406-862-4107 (fax)

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Application for Whitefish Crossing

- 1) To be qualified for admission an applicant must:
 - (a) Be a household as defined in WHA's Admission and Continued Occupancy Policy;
 - (b) Meet the HUD requirements on citizenship or immigration status;
 - (c) Have an annual income at the time of admission and subsequent annual reexams that meets the minimum income requirements and that does not exceed the income limits established by the Montana Board of Housing Tax Credit and MF Income Limits that are posted in WHA offices.
 - (d) Provide documentation of Social Security numbers;
 - (e) Meet or exceed the Applicant Selection Criteria, including attending and successfully completing a WHA-approved pre-occupancy orientation session, if requested to do so;
 - (f) Not have had a lease terminated in the past 3 years;
 - (g) Be able and willing to comply with the Whitefish Crossing lease; and
 - (i) Not have any household members engaged in any criminal activity that threatens the life, health, safety, or right to peaceful enjoyment of the premises by other tenants, and not have any household members engaged in any drug-related criminal activity.
- 2) Complete applications will be entered on the waiting list. The waiting list will then be processed according to unit type, size, and admission preferences.
- 3) Each applicant who meets the above qualifications may receive one unit of the size and type needed. If the applicant accepts the offer, the applicant will be offered a lease. If the applicant refuses the offer without good cause, WHA will remove the applicant's name from the waiting list and send a notice to the household of such removal. The applicant may reapply if the waiting list is open.
- 4) Applicants with disabilities may seek assistance with the completion of the application at WHA's office.
- 5) WHA will conduct a criminal record check on all applicants. A \$10 Fee will be charged per adult in the household.

Date of Application: _____

A. APPLICANT / HOUSEHOLD INFORMATION

FULL NAME	BIRTH DATE	M/F	SOC. SEC. #	PHONE / EMAIL

Do you or any members of your household that will live in the apartment need reasonable accommodation? Yes / No Wheelchair Accessibility? Yes / No

Have you or any member of your household been convicted of a felony? Yes / No
Explanation: _____

B. HOUSING REFERENCES

(List ALL landlords during the past three years)

1. Current address, city, state, zip: _____

Current Home #: _____, Cell #: _____

Name of present landlord: _____

Address of landlord: _____

Landlord Telephone: _____; Length of Time at address: _____

Present monthly rent: _____; Average monthly utility bills: _____

Reason for moving: _____

If at present address less than three years, complete the following:

2. Previous address, city, state, zip: _____

Name of previous landlord: _____

Address of landlord: _____

Landlord Telephone: _____; Length of Time at address: _____

Present monthly rent: _____; Average monthly utility bills: _____

Reason for moving: _____

C. EMPLOYMENT OR OTHER INCOME SOURCES

1. Applicant's present employer(s): _____

Employer's address: _____; Employer's telephone: _____

Position: _____; How long employed: _____

2. Applicant's previous employer: _____

Employer's address: _____; Employer's telephone: _____

Position: _____; How long employed: _____

3. Co-Head present employer(s): _____

Employer's address: _____; Employer's telephone: _____

Position: _____; How long employed: _____

4. Co-Head previous employer: _____

Employer's address: _____; Employer's telephone: _____

Position: _____; How long employed: _____

5. Other adult's present employer(s): _____

Employer's address: _____; Employer's telephone: _____

Position: _____; How long employed: _____

6. Other adult's previous employer: _____

Employer's address: _____; Employer's telephone: _____

Position: _____; How long employed: _____

D. ANNUAL INCOME

Household Income Information: Please list the source and amount of all income expected for the coming 12 months for all household members, including yourself. Include all earnings and benefits received from Wages, AFDC/TANF, VA, Social Security, SSI, SSID, Unemployment, Worker's Compensation, Child Support, etc. Example: Wages, \$150/week, SSI, \$421/month

Household Member Name	Income Source	Amount \$	Frequency Per Week/Month/Year

E. ASSETS

1) Do you have a checking or savings account or own any certificates of deposit (CD), money market funds, trusts, IRA's, stocks, bonds, etc.? Yes / No If yes, describe the type of asset please: _____

What is the market value of all assets? _____

2) Do you own any real estate? Yes / No If yes, what is the address? _____

3) Have you sold any real estate in the past two years? Yes / No If yes, what was the address / sale price? _____

F. PERSONAL REFERENCES (excluding family members)

1) Name: _____; Telephone: _____

2) Name: _____; Telephone: _____

WHA will be contacting all references and former landlords for the period three years from the date of application.

I/We certify that the statements on the application are true to the best of my/our knowledge and believe and understand that they will be verified. I/we authorize the release of information to the Whitefish Housing Authority by my/our employer(s), the Department of Public assistance, the Social Security Administration, and/or other business or government agencies. I/we understand that any false statement made on this application will cause me/us to be disqualified for admission.

Applicant Signature

Date

Co-Applicant Signature

Date

