

Holcroft Park Homes Two

- 23 and 35 Mill Street •
- Beverly, MA 01915

The YMCA of the North Shore is currently accepting applications. These affordable apartments are for income qualifying applicants only. Please send or drop off your completed application to 325 Cabot Street # 100, Beverly, MA 01915. For questions, please contact the housing office at 978-564-3460- TTY/Relay # 711.

Included Amenities:

- Heat and hot water
- Free YMCA of the North Shore family membership
- Landscaping and snow removal
- First come first serve off-street parking with sticker
- On site management and maintenance team
- Coin operated laundry machines

Resident Rules:

- No overnight guests for more than 14 days in a calendar year
- No pets
- No smoking

Rent:

- 1 Bdrm. \$1,000.00
- 2 Bdrm. \$1,146.00
- 3 Bdrm. Starting at \$1,388.00

Application Process:

- Please fill out an application completely and return to get on our waitlist
- The waitlist for a two, or three bedroom apartment is open. Call the housing office for a current estimated wait time.
- We run a criminal background check, verify income and assets, and ask for personal as well as landlord references
- If a reasonable accommodation is needed please make the request at time of application

Please print this application single sided. Thank you!



Income Limits per Household	
1 Person	\$58,920
2 Person	\$67,320
3 Person	\$75,720
4 Person	\$84,120
5 Person	\$90,900
6 Person	\$97,620



Occupancy Application
Holcroft Park Homes Two Limited Partnership
C/o YMCA of the North Shore
245 Cabot St.
Beverly, MA 01915

Please complete this application and return to Holcroft Park Homes Two Limited Partnership at the address listed at the top of this page. An applicant may be interviewed only after a completed application is received.

A. GENERAL INFORMATION

First Applicant's name _____ S.S.# _____
Address _____

_____ **Street** _____ **Apt #** _____ **City** _____ **State** _____ **Zip** _____
Telephone # _____ **Date of Birth** _____

Do you own _____ **or Rent** _____ **If rental, amount of current monthly rental payment: \$** _____

Check utilities paid by you:

_____ **Heat** _____ **Gas** _____ **Approximately monthly cost of utilities paid by you**
_____ **Electricity** _____ **Other** _____ **(excluding phone and cable TV) \$** _____

Second Applicant's name _____ S.S.# _____
Address (if different) _____

_____ **Street** _____ **Apt #** _____ **City** _____ **State** _____ **Zip** _____
Telephone # _____ **Date of Birth** _____

Do you own _____ **or Rent** _____ **If rental, amount of current monthly rental payment: \$** _____

Total number of persons to reside in household: _____

Number of Bedrooms requested: _____ **LIMIT 2 PERSONS PER BEDROOM**

OTHER APPLICANTS

NAME

NAME

NAME

NAME

Is everyone in the household a full time student? _____

Holcroft Park Homes Limited Partnership is an Equal Housing Opportunity company, with projects in compliance with 504 Fair Housing Regulations.

B. INCOME:**LIST ALL SOURCES OF INCOME AS REQUESTED BELOW:****FIRST APPLICANT / SECOND APPLICANT**

Social Security	Monthly Income \$	\$
Pension	Monthly Income \$	\$
Veterans Benefits	Monthly Income \$	\$
SSI Benefits	Monthly Income \$	\$
Unemployment Compensation	Monthly Income \$	\$
EAEDC or TAFDC	Monthly Income \$	\$
Wages (Gross)	Monthly Income \$	\$

FIRST APPLICANT

Employer	Address	
Position Held		How Long Employed
Employer	Address	
Position Held		How Long Employed

SECOND APPLICANT

Employer		
Position Held		How Long Employed
Employer	Address	
Position Held		How Long Employed

Full Time Student	Monthly Income \$	
Alimony	Monthly Income \$	Source
Child Support	Monthly Income \$	Source
Interest Income	Monthly Income \$	Source
Other Income	Monthly Income \$	Source

TOTAL GROSS ANNUAL INCOME FOR BOTH APPLICANTS (Base this on the monthly amounts listed above and multiply x 12) \$ _____

Do you anticipate any changes in this income in the next 12 months? Yes _____ **No** _____
If Yes, Explain: _____

C. ASSETS:**FIRST APPLICANT****SECOND APPLICANT****Checking Account (s)**

Bank	Balance \$	Bank	Balance \$
Bank	Balance \$	Bank	Balance \$

Savings Account (s)

Bank	Balance \$	Bank	Balance \$
Bank	Balance \$	Bank	Balance \$

Trust Accounts and/or Certificates

Bank	Balance \$	Bank	Balance \$
Bank	Balance \$	Bank	Balance \$

Credit Union

Bank	Balance \$	Bank	Balance \$
Bank	Balance \$	Bank	Balance \$

Phase Two

Savings Bond(s)

Maturity Date	Balance \$	Maturity Date	Balance \$
Maturity Date	Balance \$	Maturity Date	Balance \$
Whole Life Insurance Policy #		Face Value \$	
Cash Value of life insurance policy		\$	

BOTH APPLICANTS

Real Estate Property: Do you own any property? Yes _____ No _____

If yes, type of property _____

Locations _____

Appraised market value \$ _____

Mortgage or outstanding loan balance due \$ _____

Amount of Annual Insurance Premium \$ _____

Amount of Most Recent Tax Bill \$ _____

Have you sold/disposed of any property in the last 2 years? Yes _____ No _____

If yes, type of property _____

Market value when sold./disposed \$ _____

Amount sold/disposed \$ _____

Date of transaction _____

1. Have you disposed of any other assets in the last 2 years (Example: Given any money to relatives, set up irrevocable Trust Accounts)? Yes _____ No _____

If yes, describe assets _____

Date of disposition _____ Amount disposed \$ _____

2. Do you have any other assets not listed above (Excluding personal property)?

Yes _____ No _____

If yes, list _____

D. MEDICAL / CHILD CARE / HANDICAP ASSISTANCE EXPENSES:

Medical Cost: Complete this part ONLY if 62 or older, disabled or handicapped:

1. Medicare premiums Monthly Amount \$ _____

2. Medical insurance coverage

Name of insurance company _____

Address _____

Street City State Zip

Monthly Amount \$ _____

3. Anticipated medical / drug / prescription / non-prescription cost NOT covered by insurance

OR reimbursed Monthly Amount \$ _____

4. Medical bills or outstanding cost you are making monthly payments for:

Balance Due \$ Monthly Amount \$ Payable To _____

5. Medical related travel costs \$ _____

6. Are you seeing a physician regularly? Yes _____ No _____

Name _____

Address _____

Street

City

State

Zip

Phase Two

Projected costs NOT covered by insurance OR Reimbursed for the next 12 months \$

7. Any other medical expenses: List type and amount:

Childcare Costs: Complete ONLY for children 12 and younger:

8. Name (s) of children cared for

Age

Age

Age

9. Name and address of person or agency caring for children

Name

Address

Street

City

State

Zip

10. Weekly cost for childcare due to employment \$

11. Weekly cost for childcare due to education \$

Handicapped Assistance Expenses: Attendant care and / or apparatus expenses that enables handicapped applicants to work. Complete ONLY if handicap expenses allow you to work.

12. List type of expenses, weekly amount, paid to whom:

E. PROGRAM INFORMATION:

1. Are you displaced? Yes _____ No _____

If YES, displacement agency

2. Is your current unit condemned / substandard? Yes _____ No _____

If YES, describe

3. Are you paying more than 50% of your gross income for rent and utilities?

Yes _____ No _____

4. Are you paying for status as an "Elderly Household", where the tenant or where you are 62 or older, handicapped, or disabled as defined by FmHA? Yes _____ No _____

5. Would you benefit from a wheelchair or other handicapped accessible unit?

Yes _____ No _____

6. If so, would you like to request an adapted unit? Yes _____ No _____

7. Are you currently living in subsidized housing? Yes _____ No _____

8. Have you ever resided in a project financed and / or subsidized by the government?

Yes _____ No _____

If Yes, Name and address

9. Have you ever been evicted from public housing or any other Federal Housing Program?

Yes _____ No _____

If Yes, where

When

Describe reason

10. Have you ever been evicted from other housing? Yes _____ No _____

11. Have you ever been convicted of a felony? Yes _____ No _____

12. Are you currently using illegal drugs? Yes _____ No _____

13. Have you ever been convicted of sale, distribution, or possession of illegal drugs?

Yes _____ No _____

14. Are you now or will you become a part time or full time student prior to move-in?

Yes _____ No _____

Phase Two

15. How did you hear about this housing? _____

16. Will you take a unit when one is available? Yes _____ No _____

17. Briefly describe your reasons for applying _____

F1. REFERENCE INFORMATION: FIRST APPLICANT

Current Landlord: Name _____

Address _____

Home Phone (____) _____

Business _____

Previous Landlord: Name _____

Address _____

Home Phone (____) _____

Business _____

Previous Landlord: Name _____

Address _____

Home Phone (____) _____

Business _____

List any other states where you lived in the past 7 year's _____

G1. CREDIT REFERENCES:

1. Name _____ Address _____

2. Name _____ Address _____

3. Name _____ Address _____

H1. PERSONAL NON-RELATED REFERENCES:

1. Name _____ Address _____

2. Name _____ Address _____

3. Name _____ Address _____

I1. OTHER REQUIRED INFORMATION:

List any car, truck, or other vehicle owned:

Type of vehicle _____

Year/Make _____

Color _____

License Plate # _____

Driver's License _____

F2. REFERENCE INFORMATION: SECOND APPLICANT

Current Landlord: Name _____

Address _____

Home Phone (____) _____

Business _____

Previous Landlord: Name _____

Address _____

Home Phone (____) _____

Business _____

Previous Landlord: Name _____

Address _____

Home Phone (____) _____

Business _____

List any other states where you lived in the past 7 year's

(continue on back of application as needed)

G2. CREDIT REFERENCES:

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

H2. PERSONAL NON-RELATED REFERENCES:

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

I2. OTHER REQUIRED INFORMATION:

List any car, truck, or other vehicle owned:

Type of vehicle _____	Year/Make _____	Color _____
License Plate # _____	Driver's License _____	

CONTINUED ON NEXT PAGE

J. CERTIFICATION / AUTHORIZATION
FIRST APPLICANT

CERTIFICATION

I hereby certify that I will not maintain a separate subsidized rental unit in another location. I further certify that this will be my permanent residence. I understand I must pay a security deposit for this unit. I understand that my eligibility for housing will be based on Federal guidelines and Holcroft Park Homes Two Limited Partnership selection criteria. I certify that all information in this application is true to the best of my knowledge and I understand that false statements of information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy.

Signature: _____

Name

Date

AUTHORIZATION

I do hereby authorize Holcroft Park Homes Limited Partnership and its staff or authorized representative to contact any agencies, local police departments, offices, groups or organizations to obtain and verify any information or materials which are deemed necessary to complete my application for housing. I further authorize Holcroft Park Homes Two Limited Partnership to verify all information listed on this application.

Signature: _____

Name

Date

J. CERTIFICATION / AUTHORIZATION
SECOND APPLICANT

CERTIFICATION

I hereby certify that I will not maintain a separate subsidized rental unit in another location. I further certify that this will be my permanent residence. I understand I must pay a security deposit for this unit. I understand that my eligibility for housing will be based on Federal guidelines and Holcroft Park Homes Two Limited Partnership selection criteria. I certify that all information in this application is true to the best of my knowledge and I understand that false statements of information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy.

Signature _____

Name

Date

AUTHORIZATION

I do hereby authorize Holcroft Park Homes Two Limited Partnership and its staff or authorized representative to contact any agencies, local police departments, offices, groups or organizations to obtain and verify any information or materials which are deemed necessary to complete my application for housing. I further authorize Holcroft Park Homes Two Limited Partnership to verify all information listed on this application.

Signature: _____

Name

Date

FAMILY HOUSEHOLD COMPOSTION

The information solicited on this application is requested by Holcroft Park Homes Two Limited Partnership in order to assure the Federal Government, acting through the Farmers Home Administration, that Federal Laws prohibiting discrimination against tenant applications on the basis of race, color, national; origin, religion, sex, marital status, age, and handicap are complied with. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way,. However, if you choose not to furnish it, the owner is required to note the race/national origin and sex on the individual applicants on the basis of visual observation or surname.

Race(s) _____ Ethnic Group(s) _____ Sex(s) _____