

Dear Prospective Resident:

...providing affordable housing to seniors in Northern California

210 Douglas Street
Petaluma, CA 94952

167 Edith Street
Petaluma, CA 94952

575 Vallejo Street
Petaluma, CA 94952

579 Vallejo Street
Petaluma, CA 94952

1405 Caulfield Lane
Petaluma, CA 94954

306 Mountain View
Petaluma, CA 94952

1275 Lindberg Lane
Petaluma, CA 94954

154-231 Wilson Street
Petaluma, CA 94952

700-709 Daniel Drive
Petaluma, CA 94954

739 South McDowell/
1400 Caulfield Lane
Petaluma, CA 94954

400 Casa Grande Road
Petaluma, CA 94954

10 Toussin Avenue
Kentfield, CA 94904

657 Acacia Lane
Santa Rosa, CA 95409

1511 Robinson Street
Oroville, CA 95965

855 Wood Sorrel Drive
Petaluma, CA 94954

170 Cleveland Lane
Ukiah, CA 95482

Petaluma Ecumenical
Properties dba
PEP Housing

Thank you for your interest in **Orange Tree Senior Apartments, Oroville, California**, provided to you by **PEP Housing**. Enclosed please find the requested application for pre-occupancy. Our apartments are designed for seniors, **62 years of age and older**. We offer one-bedroom, one-bathroom apartments, approximately 620 square feet. All apartments have carpets, window blinds and a full kitchen with refrigerator and electric stove. Amenities include laundry facilities, raised garden beds and professionally landscaped common areas. Residents will enjoy the use of a community room with a full kitchen.

Orange Tree Senior Apartments is a NON-Smoking campus.

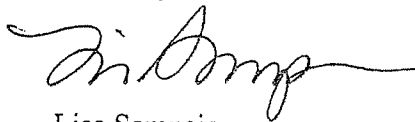
Please provide us with the following items:

- **Application for Pre-Occupancy** ~ complete entire application, do not leave any areas blank, use 'N/A' where necessary. 5 years of rental history is required on application ~ Incomplete applications will be returned.
- **Personal Identification** ~ please provide a copy of your **driver's license** (or other picture ID) and **birth certificate** (or passport) ~ we cannot process your application with out this information!

Your completed application does *not* guarantee residency at one of our properties. If your credit and background information meets our minimum criteria, your name will be added to our waiting list. A confirmation letter will be mailed to you with the approximate waiting time for an available apartment.

If you have any questions, or need further assistance, please feel free to contact me at (530) 534-1853. I look forward to receiving your application.

Sincerely,



Lisa Sampaio
Property Manager

Tax ID # 94-2565270



PEP Housing is a non-profit corporation dedicated to providing limited-income seniors access to quality affordable housing with supportive services and advocacy





PEP HOUSING — PRE-APPLICATION FOR OCCUPANCY



Orange Tree Senior Apartments (HUD)
1511 Robinson Street, Oroville CA 95965

TO THE APPLICANT: In order to maintain your eligibility for reduced rents you must provide the following information. The information will be kept confidential, except as necessary to comply with government regulations. Read each item carefully, and provide the information requested truthfully and fully. Please complete in ink and print clearly.

Income Limit for One Person is (50% AMI) \$23,300
Income Limit for Two People is (50% AMI) \$26,600

Adverse credit reports and/or misrepresentation of information will disqualify an applicant
**Head of Household must be 62 years of age or older **
Copy of Photo ID Required

PART I APPLICANT INFORMATION

1. Name: _____

Current Address: _____
street city state zip

Mailing Address _____ Home Phone: _____

Cell Phone: _____ Rent [] Own [] Current rent: \$ _____

How long at current address: _____ Name of Current Landlord: _____

Landlord's Address: _____ Phone Number: _____
Street City State Zip

Previous address: _____

How long? _____ Rented [] Owned []

Landlord's Address: _____ Phone Number: _____
Street City State Zip

5. Household members including yourself:

Table with 4 columns: Name, Social Security #, Date of Birth, Age. Two empty rows for data entry.

6. PEP Housing has several specially adapted apartments designated for persons with a disability that renders them immobile. Do you require this type of accommodation? Yes No

7. Emergency Contact: _____
Name Phone (Including Area Code) Relationship

8. Describe any pets or service animal you may own. (cat, dog, bird, etc.) _____
(Please note: a maximum of one pet per apartment is allowed. Weight may not exceed 35 pounds.)



EQUAL HOUSING OPPORTUNITY PROVIDER FOR THE ELDERLY AND PERSONS WITH DISABILITIES





PART II HOUSEHOLD INCOME, ASSETS and SUBSIDIES

1. **Income:** List below total combined income, gross income received from all sources by all members of the household. Sources may include social security, employment, SSI, pensions, interest and dividends, and alimony. Show amount on annual (yearly) basis.

<u>Household Member</u>	<u>Income Source(s)</u> (i.e. Social Security)	<u>Annual Amount(s)</u>
_____	_____	\$ _____
(Name)	_____	\$ _____
_____	_____	\$ _____
(Name)	_____	\$ _____
	TOTAL (Annual Income)	\$ _____

2. Are you self-employed or do you own a business? YES NO
If yes, please indicate your NET income per year: \$ _____ (Please include this amount above)
Please provide a copy of your past two years tax returns.

3. **Assets:** List below all net household assets for all members of the household. DO NOT include automobiles or furniture. Briefly describe the assets and show the TOTAL ESTIMATED VALUE. Use additional pages if necessary.

<u>Household Member</u>	<u>Description of Assets</u> (EBT, Checking, Savings, Real Estate, 401K)	<u>Current Value/Balance</u>
_____	_____	\$ _____
(Name)	_____	\$ _____
_____	_____	\$ _____
(Name)	_____	\$ _____
	TOTAL	\$ _____

4. Have you ever been convicted of a crime? _____ Yes _____ No

5. Are you or any member of your household subject to state lifetime sex offender registration, in any state? _____ Yes _____ No

If yes, please list date and circumstances below.



PEP HOUSING — PRE-APPLICATION FOR OCCUPANCY



PART III CERTIFICATION

1. To the best of my/our knowledge and belief, I/we certify that the foregoing information is true, complete and correct.
2. I/we certify that if selected to move into this property, the unit I/we occupy will be my/our only residence.
3. I/we understand that the above information is being collected to determine my/our eligibility for an apartment with rent below market rate. I/we authorize the owner to verify all information provided on this application and to contact previous or current landlords or other sources for credit and verification information which may be released by appropriate federal, state, local agencies, or private persons to the owner/management.
4. I/we understand that adverse credit reports will disqualify my/our application for occupancy.
5. I/we understand that false statements or information are punishable under federal law.
6. I/we understand we must provide written notification of any changes to the information on this form, especially address.

YES NO **Is any member of this household disabled?**
 YES NO **Does this person use a wheel chair?**
 YES NO **Does this person receive attendant care?**

Subsidy: Do you have a Section 8 Voucher? _____ Yes _____ No

How did you hear about PEP Housing? _____

APPLICANT: _____ DATE: _____

CO-APPLICANT: _____ DATE: _____

PLEASE REVIEW THE APPLICATION TO INSURE ALL ITEMS HAVE BEEN FILLED OUT CORRECTLY. SIGN AND DATE AND RETURN COMPLETED APPLICATION TO:

Orange Tree Senior Apartments
1511 Robinson Street
Oroville, CA 95965
530-534-1853