APPLICATION FOR APARTMENT

INSTRUCTIONS:

1. **SUBMIT ONLY ONE APPLICATION PER HOUSEHOLD. You may be disqualified if more than one application is received per lottery for your household.**

2. **Applications are selected randomly through a lottery. Depending on the volume of applications received, it may not be possible for all of them to be processed. Accordingly, it is possible that you may not receive a response.**

3. **You must complete the first three sections (Sections A, B, and C) as well as sign and date the application in order for your application to be reviewed if it is selected for further processing. The application should be completed very carefully. Incomplete information for the number and names of household members applying to live in the unit, or their incomes, may result in disqualification. In addition, do not use white-out or liquid paper anywhere on the application. If you need to correct a mistake, you should (a) cross one line neatly through the information, (b) write the revised information neatly next to it, and (c) sign your initials near the change.**

4. When completed, this application must be returned by regular mail ONLY (priority, certified, registered, express, overnight mail, or oversized envelopes will NOT be accepted).

5. The completed application must be postmarked no later than September 30, 2021.

6. Only the application should be submitted at this time. If your application is selected for further processing, additional information will be requested at that time.

7. Mail completed application to:

   Austin 147 LLC
   P.O. Box 5081
   Bronx, NY 10451

8. **No payment should be given to anyone in connection with the preparation or filing of this application.** No broker or application fees may be charged.

9. Income Eligibility: Please review the chart in the project advertisement which breaks down the mandatory income levels for the building you are applying to, based on family size. All income sources for all household members should be listed on the application. In general, gross income is calculated for most applicants, except that net income is analyzed for self-employed applicants. Net business income from current and prior years is considered for self-employed applicants, and such applicants must have at least two (2) to three (3) complete years in the same self-employed field. Further, please note that all sources of income must be able to be documented and verified. If your application is selected for further processing you will be contacted, via the method you select on the application (email or paper mail), with a list of such documentation that you will need to provide at that time.

10. Other Eligibility Factors: In addition to the income requirements, other eligibility factors will be applied. These include, but are not limited to:
    a. Credit History
    b. Criminal Background Checks
    c. Rent Payment History
    d. Housing Court History