

IMPORTANT: WE CANNOT PROCESS YOUR APPLICATION UNLESS EACH LINE IS FILLED OUT COMPLETELY.  
DO NOT LEAVE BLANK LINES



# EastSide Arts Alliance

## AND Affordable Housing Associates RENTAL APPLICATION

PRINT clearly using black or blue ink.

If you have a disability and/or need assistance in completing this application please contact AHA at 510-444-3253.

Start here: List all members who will be part of the household.

	First Name, Middle Initial, Last Name	Relationship to Head of Household	Social Security No.	Birth date
1		Head of Household		
2				
3				

Current/Mailing Address \_\_\_\_\_ Apt. \_\_\_\_\_

City, State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

1. Does any member of the household have a section-8 voucher / Housing Choice Voucher or Shelter Plus Care Voucher?  Yes  No

2. Is anyone over 18 in the household a **full-time** student?  Yes  No

Name(s): \_\_\_\_\_

3. What size unit are you interested in? **Pick one only.**  Studio  One-Bedroom

4. Do you expect additional household members within the next twelve (12) months?  Yes  No

5. Has any member of the household ever been evicted for cause?  Yes  No

Please list date(s) and explain cause:

\_\_\_\_\_

6. Has any member of the household ever been convicted of a felony?  Yes  No  
If yes, what year, what was the nature of the crime, which household member(s)? \_\_\_\_\_

\_\_\_\_\_



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7. Has any member of the household filed for bankruptcy within the last seven (7) years?

Yes  No

If yes, which member(s)? \_\_\_\_\_ Year filed: \_\_\_\_\_

8. Do you have any pets?

Yes  No If yes, please list: \_\_\_\_\_

9. Are you currently an Oakland resident?

Yes  No

10. Does any member of the household require special accommodations due to disability?  Yes  No

If yes, please explain: \_\_\_\_\_

11. These apartments will be located above a community center. There may be music, noise and/or foot traffic at various time of the day and night. Is this acceptable to you?  Yes  No

List a minimum five (5) year tenancy history.

Tenancy History	Current Address	Previous Address	Previous Address
Street Address			
City			
State & Zip			
Rent or Own?			
Rent Amount	\$	\$	\$
Landlord Name			
Landlord Street Address			
Landlord Phone	( )	( )	( )
How long? (month/year)	From: To:	From: To:	From: To:
Is/was the landlord a relative?	YES NO	YES NO	YES NO
Reason for leaving			



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12. Do you own a car?     Yes     No

List Driver's License/Identification numbers for all adults and all household vehicles:

Name	CA Driver' License/ Identification #	Car Make/Model	License Plate #	Color	Year

Income for Head of Household. List income in gross annual totals (before taxes or other deductions).

Income Information	Name of Source	Annual Amount
Employment Job #1		\$
Employment Job #2		\$
Other Income		\$
<b>Totals</b>		\$

Income for Household Member #2. List income in gross annual totals (before taxes or other deductions).

Income Information	Name of Source	Annual Amount
Employment Job #1		\$
Employment Job #2		\$
Other Income		\$
<b>Totals</b>		\$

Income for Household Member #3. List income in gross annual totals (before taxes or other deductions).

Income Information	Name of Source	Annual Amount
Employment Job #1		\$
Employment Job #2		\$
Other Income		\$
<b>Totals</b>		\$

List additional household members' income on a separate sheet of paper.

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List assets for all household members. *Do not include automobiles or furniture.* If you do not have any assets, write "none" in the spaces provided below.

**Assets for Head of Household.**

Asset Information	Name of Source		Value
Checking/Saving			\$
Other			
Total			

**Assets for Household Member #2.**

Asset Information	Name of Source		Value
Checking/Saving			\$
Other			
Total			

**Assets for Household Member #3.**

Asset Information	Name of Source		Value
Checking/Saving			\$
Other			
Total			

List additional household members' assets on a separate sheet of paper.

**Emergency Contact Information**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_ Phone Number \_\_\_\_\_

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**Certification**

By signing my/ our name(s), I/We certify, under penalty or perjury, that the above information given is true and correct and understand that my/our application, lease or rental agreement may be terminated if I/we have made any misrepresentation in this application.

I/We authorize my/our consent to have management verify the information contained in this application for the purposes of proving my eligibility for occupancy which includes and is not limited to the verification of income, assets, credit history, criminal background, tenancy history, and references. It is understood that I/we will not have access to any information provided by current or previous landlords regarding tenancy history.

I/we have and will provide all necessary information including source names, addresses, phone numbers, account numbers where applicable and any other information required for expediting this process.  
I/we understand that my occupancy is contingent on meeting management's resident selection criteria and the affordable housing guidelines. Poor credit history or prior tenancy disputes due to extenuating circumstances will be reviewed on a case-by-case basis by management. Lack of credit history is not considered poor credit history.

I understand that if my name comes up for housing, Affordable Housing Associates will obtain a report of my/our credit from a credit-reporting agency.

I/we understand that my occupancy is contingent on meeting management's resident selection criteria and the affordable housing guidelines. Poor credit history or prior tenancy disputes due to extenuating circumstances will be reviewed on a case-by-case basis by management. Lack of credit history is not considered poor credit history.

I understand that if my name comes up for housing, Affordable Housing Associates will obtain a report of my/our credit from a credit-reporting agency.

**ALL ADULT HOUSEHOLD MEMBERS MUST SIGN BELOW:**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_



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**Optional Information**

We request your cooperation in reporting on the race/ethnicity of the applicants and residents in order for management to determine if this project is meeting its goals to serve all racial/ethnic groups. This information is strictly voluntary on your part, and your answers will not affect your eligibility for housing.

Please fill out **both** boxes.

<p><b><u>1. Race (Please check all that apply):</u></b></p> <p><input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaiian/ Pacific Islander <input type="checkbox"/> White</p>	<p><b><u>2. Ethnicity (Please choose one):</u></b></p> <p><input type="checkbox"/> Hispanic <input type="checkbox"/> Non-Hispanic</p>
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OR

I prefer not to disclose this information.

Affordable Housing Associates is a private, non-profit housing developer that promotes equal housing opportunities and does not discriminate based on race, color, religion, sex, national origin, familial status, disability, marital status, sexual orientation, age, ancestry, medical condition, source of income, gender identification, or any other arbitrary basis.

# East Side Arts & Housing

Dear Applicant,

Thank you for your interest in becoming a resident of East Side Arts & Housing. East Side Arts & Housing is a 16 unit building with studio and one bedroom apartments located in on International Blvd. Before you begin this process, there are some important things you should know.

- We will be accepting applications for the waiting list. Federal regulations require that East Side Arts & Housing annually certify each household's income and assets. Management must also regularly inspect apartments to ensure that they are suitable for occupancy.
- After completed applications are received they will be evaluated. Only COMPLETE applications will be processed.
- Incomplete, over-income, and other non-qualified applicants will be rejected. If your application is rejected during the process, you will receive written notification and instructions on how to appeal your denial.
- During all phases of the application process, it is your responsibility to notify us in writing of address and telephone number changes.

Affordable Housing Associates  
1250 Addison St., Suite G  
Berkeley, CA 94702

Attached is a list of frequently asked questions, and our resident selection criteria. We look forward to serving your affordable housing needs.

Affordable Housing Associates



# East Side Arts & Housing

## Frequently Asked Questions

### Are pets allowed?

- Yes. However, restrictions apply. Only one pet is allowed per household, the pet must weigh less than 30 pounds, and no aggressive or threatening animals are permitted. AHA staff will determine if a specific pet is acceptable.

### Is there parking?

- No, parking onsite will not be available, and residents with cars will need to park on the street. The building is close to bus lines.

### I need a place to stay as soon as possible, is there any way that I can be placed immediately?

- Affordable Housing Associates does not have any emergency housing facilities. We recommend you contact Eden I & R 3-digit phone number 2-1-1.

### How much is the rent for an apartment and how many people can live together in one apartment?

Size	Rent Range*	Minimum people in household	Maximum people in household
Studio	\$474 - \$1,265	1	3
One-bedroom	\$508 - \$1,355	1	3

\*As of 5/2010. Rent and income ranges are subject to change.

<u>Household Size</u>	<u>Maximum Annual Income*</u>
One Person	\$50,400
Two Persons	\$57,850
Three Persons	\$65,040

### Do you accept Section 8 or Shelter Plus Care housing vouchers or certificates?

- Yes, we do accept Section 8 or Shelter Plus Care housing vouchers and certificates.

### How can I get a Section 8 or Shelter Plus Care voucher or certificates?

- Contact your local Housing Authority to get information about obtaining a voucher or certificate.



# East Side Arts & Housing

## Applicant Selection Criteria

1. **Credit/Eviction History:** The basic pattern of past and present use of credit is taken into account. Lack of credit history does not mean negative or bad credit. A clearly negative history is not allowed. More than three slow payments, delinquent accounts, judgments, charge-offs, or repossessions will usually disqualify an applicant. Please inform us if your credit has been damaged due to a disability, medical debt, or other special circumstances that we should consider.
2. **Rental History:** Applicants who have lived in a rental property should have a positive rental history of at least five (5) years. It must be verifiable with reference(s) that include verification(s) of timely rent payments, compliance with rules and regulations, and evidence of no evictions. An eviction within the last five years will disqualify an applicant. Lack of rental history does not mean negative or bad rental history.
3. **Student Status:** As a tax credit housing program, Affordable Housing Associates cannot provide housing for households that are composed entirely of full-time students unless they meet one of the following exceptions because a member is:
  - a. Receiving assistance under Title IV of the Social Security Act (AFDC/ TANF/ CalWorks)
  - b. Enrolled in a job training program receiving assistance through the Job Training Participations Act (JTPA) or other similar program
  - c. Married and filing a joint tax return
  - d. A single parent with a dependant child or children that are not dependents of another individual
  - e. A student who currently resides or who has formerly resided in foster care.
4. **Housekeeping and Care of Property:** An applicant must have positive references with regard to ability and willingness to maintain the apartment in a clean and sanitary manner and refrain from damaging the unit.

