



EANDC Property Management
Middlebury Commons
PRE-APPLICATION

Dear Applicant:

We are pleased to offer you the opportunity to apply for The Middlebury Commons Apartments. To make the application process run as smoothly as possible, complete and return along with a non-refundable application fee of \$18.00-per adult **Payable to: EANDC Property Management (MONEY ORDERS ONLY)** **Return to: 550 S. Arlington St., Akron, Ohio 44306.**

- Name of head of household

- How may we reach you? (please enter your phone number and/or email)

- How did you hear about Middlebury Commons Apartments? (e.g. word of mouth, another agency, Housing Locator, Zillow, our website, Facebook, etc.)

- Please list all family members who will occupy the home. One family member must be at least 55 years of age, and the other (s) must be at least 18 years of age or older.
 - a. _____ b. _____
 - c. _____
- List the total gross income (before taxes) per year of ALL members of the household who will occupy the home, including employment income, income from assets, pensions, government benefits, and all other income sources?

- Do you currently have a Section 8 Voucher? ___ Yes ___ No
If yes: Size _____ Expiration Date _____
- Are you or any adult members of your household full-time students carrying a full course load (as defined by the educational institution) for at least five months per calendar year?
___ Yes ___ No *If yes please list what school;*

- Would you or any members of your household benefit from handicapped accessible unit?
___ Yes ___ No

For your information:

- Completing the application does not guarantee housing
- Credit and background investigations are completed on all prospective residents.
- All sources of income and assets are third party verified.
- Pets are not allowed unless needed for a disability and/or handicap and must be approved by management according to the reasonable accommodation rules.

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This is affordable housing leading to home ownership for families making 60% and below the area median income. This is not subsidized housing. The criteria for housing include:

- Poor credit history, more than 5 delinquent credit items. Any open bankruptcies; must be closed/discharged with documentation.
- Insufficient income, false income, false information.
- Insufficient duration of employment.
- Eviction judgements which include the ousting of a tenant by legal action who has breached the terms of a lease agreement and/or is not paying rent or actions which prevent the tenant from continuing in possession, in the past five years. EANDC further reserves the right to deny an applicant housing where there have been five or more eviction filing against the applicant in the past five years by two or more landlords.
- Inability to maintain utilities in your name. Utilities may not be listed in a minor's name or a non-household member's name.

‡ **Criminal Background:**

- Criminal background checks will be reviewed for criminal history, the nature and severity of the crime, and the recency of the criminal conduct.
- Criminal background checks will be reviewed for a pattern of violent crime or drug-related crimes.
- While an applicant's arrest record alone will not result in a denial, the underlying conduct that resulted in an arrest may serve as the basis for denial if there exists sufficient evidence that someone engaged in the criminal activity at issue. EANDC may consider witness statements, police reports and reliable evidence of a conviction to demonstrate that criminal activity has taken place.
- An applicant will be denied for any felony within the past five years.
- An applicant will be denied for a history of convictions for violent criminal activity or other criminal activity, including misdemeanors, that would threaten the health, safety or right to peaceful enjoyment, unless five years has passed since the date of conviction and the applicant has completed any corresponding sentence(s).
- An applicant must provide disposition of any open cases before a determination will be made to qualify the applicant. If the applicant does not provide the disposition within 3 business days of the requested information, the application will be denied. An applicant will not be approved until charges are cleared.
- Lifetime registered sex offenders will be denied. If the applicant is a non-lifetime registered sex offender, the applicant will be denied unless 5 years have passed since the date he or she was removed from the registry.
- An applicant with domestic violence violation(s) within the past 5 years will be denied.
- An applicant with a drug use/abuse related misdemeanor within the last 5 years will be denied.
- An applicant will be denied if he or she was evicted from housing within the last 5 years because of drug-related criminal activity, unless 3 years have passed since verified rehabilitation or drug/alcohol rehabilitation program.
- An applicant will be denied if any household member is currently engaging in or has engaged in violent criminal activity or other criminal activity that would threaten the health, safety or right to peaceful enjoyment of the premises by other residents, or of

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EANDC's employees, contractors or agents of EANDC. An applicant will be denied if any household member is currently engaged in illegal drug use, or in instances with which EANDC has reasonable cause to believe that a household member's illegal use or pattern of illegal use of drugs/alcohol may interfere with the health, safety and right to peaceful enjoyment of the property by residents and staff.

- An applicant will be denied if any household member has ever been convicted of criminal activity for the manufacture or production of methamphetamine on the premises of any federally assisted housing. An applicant will be denied for any conviction related to the illegal manufacture or distribution of a controlled substance.

I/We the undersigned, stated that I/We have read and answered fully and truthfully each of the preceding questions for all members of the Household who are to occupy the home in the above Section 42 lease development for which application is made, all of whom are listed above. I/We understand providing false information or making false statements may be grounds for denial of my/our application. I/We further understand that as part of the application process my credit report will be obtained without further authorization and that I/We will be required to authorize verification of my/our income and assets. I/We understand that all of the above information must be obtained in order to establish my eligibility for Middlebury Common Apartments.

WARNING: Section 1001 of Title 18 U.S. code makes it a criminal offense to make willful, false statements or misrepresentation of any material fact involving the use of or obtaining federal funds.

All adults (18 years of age & older) must sign & date the application.

Applicant Signature (Head) Date

Applicant Signature (Co Head) Date

Applicant Signature (Occupant) Date

Revised: 3/1/2023

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Authorization of Non- Disclosure and Credit History/Police Check

I hereby grant permission for EANDC to run a credit report/Police check and to release information to all of the authorized representatives.

The purpose or need for disclosure is to assist EANDC-Property Management in determining eligibility for housing.

PLEASE PRINT ALL INFORMATION
To be completed by ALL adult applicants

Name _____ Date ___/___/___

Address _____

City _____ State _____ Zip Code _____

Social Security # _____ Date of Birth _____

Signature _____

Name _____ Date ___/___/___

Address _____

City _____ State _____ Zip Code _____

Social Security # _____ Date of Birth _____

Signature _____

Name _____ Date ___/___/___

Address _____

City _____ State _____ Zip Code _____

Social Security # _____ Date of Birth _____

Signature _____

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AUTHORIZATION FOR RELEASE OF INFORMATION

Purpose:

The EANDC Property Management may use this authorization and the information obtained with it, to administer and enforce rules and policies related to the rental of property owned and/ or managed by the above named organization.

Authorization:

I authorize the above named organization to obtain information about me or my family that is pertinent to the rental of property owned and/ or managed by the organization.

Information Covered-Inquiries may be made about:

Child Care Expenses	Handicapped Assistance Expenses
Credit History	Identity and Marital Status
Criminal Activity	Medical Expenses
Family Composition	Social Security Numbers
Employment/Income/Pension/Assets	Residences and Rental History

Individuals/Organizations That May Release Information:

Any individual or organization including any governmental organization may be asked to release information. For example, information may be requested from:

Banks and Other Financial Institutions	Welfare Agencies
Courts	
Credit Bureaus	Providers of:
Employers, Present & Past	Alimony
Landlords	Child Care
Law Enforcement Agencies	Child Support
Schools & Colleges	Credit
U.S. Social Security Administration	Handicapped Assistance
U.S. Department of Veterans Affairs	Medical Care
Utility Companies	Pension/ Annuities

Computer Matching Notice & Consent:

I agree that the above named organization may conduct computer matching programs with other governmental agencies including Federal, State, Tribal or local agencies. The government agencies include: U.S. Office of Personnel Management; U.S. Social Security Administration; U.S. Department of Defense; U.S. Postal Service; State Employment Agencies; and State Welfare and Food Stamp Agencies. The match will be used to verify information supplied by the family.

Conditions:

I agree that photocopies of this authorization may be used for the purpose stated above. If I don't sign this authorization, I understand I may be denied occupancy of rental property owned and/or managed by EANDC Property Management.

Signature, Head of Household

Date

Signature, Spouse

Date

Signature, Adult applicant

Date



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