Willow Spring Apartments 700 Spring Forest Rd. Greenville, NC 27834 (252) 321-3669

Thank You for your interest in Willow Spring Apartments, offering 1 and 2 bedroom apartments. Enclosed is our rental application that must be filled out completely. If a question does not apply to your situation, please answer N/A. We also ask that you use a pen when filing it out. Again, thank you for inquiring about Willow Spring Apartments!

The following income restrictions apply for all persons applying for housing.

Household 50% Low HOME 50% of Median Income 60% of Median Income \underline{Size} Maximum Annual Income Maximum Annual Income Maximum Annual Income Maximum Annual Income 1 24,850 25,300 30,360 2 28,400 28,900 34,680 3 31,950 32,500 39,000 4 35,450 36,100 43,320 5 38,300 39,000 46,800 IBR 2BR Rent Schedule: (For 50% Low HOME Households) 4 @ \$560 3 @ \$625 (For 60% Households) 9 @ \$570 N/A 720 Utility Allowance \$59 \$67 \$67				(1BR Only)	
124,85025,300 $30,360$ 228,40028,900 $34,680$ 331,95032,500 $39,000$ 435,450 $36,100$ $43,320$ 538,300 $39,000$ $46,800$ IBRRent Schedule:(For 50% Low HOME Households) $4@\$560$ $3@\$625$ (For 50% Households) $9@\$570$ N/A(For 60% Households) $14@\$618$ $3@\$720$	Household	50% Low HOME		50% of Median Income	60% of Median Income
$\begin{array}{cccccccccccccccccccccccccccccccccccc$	Size	Maximum Annual Income	2	Maximum Annual Income	Maximum Annual Income
$\begin{array}{cccccccccccccccccccccccccccccccccccc$	1	24,850		25,300	30,360
$\begin{array}{cccccccccccccccccccccccccccccccccccc$	2	28,400		28,900	34,680
5 38,300 39,000 46,800 IBR 2BR Rent Schedule: (For 50% Low HOME Households) 4 @ \$560 3 @ \$625 (For 50% Households) 9 @ \$570 N/A (For 60% Households) 14 @ \$618 3 @ \$720		31,950		32,500	39,000
IBR 2BR Rent Schedule: (For 50% Low HOME Households) 4 @ \$560 3 @ \$625 (For 50% Households) 9 @ \$570 N/A (For 60% Households) 14 @ \$618 3 @ \$720	4	35,450		36,100	43,320
Rent Schedule: (For 50% Low HOME Households) 4 @ \$560 3 @ \$625 (For 50% Households) 9 @ \$570 N/A (For 60% Households) 14 @ \$618 3 @ \$720	5	38,300		39,000	46,800
Rent Schedule: (For 50% Low HOME Households) 4 @ \$560 3 @ \$625 (For 50% Households) 9 @ \$570 N/A (For 60% Households) 14 @ \$618 3 @ \$720					
(For 50% Low HOME Households)4 @ \$5603 @ \$625(For 50% Households)9 @ \$570N/A(For 60% Households)14 @ \$6183 @ \$720			<u>1BR</u>	<u>2BR</u>	
(For 50% Households) 9 @ \$570 N/A (For 60% Households) 14 @ \$618 3 @ \$720	Rent Schedule:				
(For 50% Households) 9 @ \$570 N/A (For 60% Households) 14 @ \$618 3 @ \$720	(For 50% Low H	OME Households)	4 @ \$56	50 3 @ \$625	
	(For 50% House)	nolds)			
	(For 60% House)	nolds)	14 @ \$61	.8 3 @ \$720	
Utility Allowance \$59 \$67			0		
	Utility Allowance		\$59 \$67		
(estimated utility cost per month – based on average utility cost for electricity)	(estimated utility	cost per month – based on	average	utility cost for electricity)	
		1	0	5	
Security Deposit: \$300	Security Deposit:		\$300		
	J 1				
Minimum Income Requirements:	Minimum Incom	e Requirements:			
(For 50% Households) \$14,856 \$16,608	(For 50% House)	nolds)	\$14,856	\$16,608	
(For 50% Households) \$15,096 N/A	(For 50% House	nolds)	\$15,096	N/A	
(For 60% Households) \$16,248 \$18,888	`	/	-		

For Section 8 Certificate/Voucher: (2.5 x (tenant rent + utility allowance) or \$3,600, whichever is greater

Pet Policy: Limit 1 Pet, Max. Weight – 25 lbs.	\$150.00 deposit (refundable)
	\$150.00 pet fee (non-refundable)

Age Requirement: 55 years of age and older

No Smoking Permitted Anywhere

Application Requirements

- 1. Completed and signed application.
- 2. \$25.00 money order or check payable to Evergreen Construction to cover the cost of the credit and criminal reports that we will run. An additional \$25.00 will be required if applicants have different last names or same last names but separate credit (i.e. parent/child).
- 3. Enclose a copy of each household member(s) birth certificate.
- 4. Enclose a copy of each household member(s) social security card.

Return the above information to:	Willow Spring Apartments
	700 Spring Forest Rd.
	Greenville, NC 27834

EQUAL HOUSING OPPORTUNITY





FOR OFFICE USE -- IN PENCIL APT. COMMUNITY: DATE REC'D: TIME REC'D: MGR INITIALS:

Rental Application

Please print in ink, <u>answer NO or N/A where applicable</u>, initial all corrections, and do not use white out. <u>All Blanks must be completed</u>.

APPLICANT INFORMATION						
Applicant's Full Name: Desired Move in Date:						
Bedroom Size Requested	d: Email Ad	ddress:				
RESIDENCE INFORMATION * 5 YEARS OF RESIDENTIAL HISTORY MUST BE PROVIDED*						
Current Residence	Street:					
City:	State: ZIP: Telephone:					
Cell Phone Number: Drivers License Number:						
Lived here from:	to:		Do you Rent 🗌 or Own			
Reason for moving:						
Landlord Name:						
Landlord Address:						
City:		State:	ZIP:	Telephone:		
Previous Residence	Street:					
City:		State:	ZIP:			
Lived here from:	to:		Rent 🗌 or Own 🗌			
Reason for moving:						
Landlord Name:						
Landlord Address:						
City:		State:	ZIP:	Telephone:		
Previous Residence	Street:					
City:		State:	ZIP:			
Lived here from:	to:		Rent 🗌 or Own 🗌			
Reason for moving:						
Landlord Name:						
Landlord Address:						
City:		State:	ZIP:	Telephone:		
CO-APPLICANT INFORMATION						
Co-Applicant's Full Name:						
RESIDENCE INFORMATION – CO-APPLICANT * 5 YEARS OF RESIDENTIAL HISTORY MUST BE PROVIDED*						
Current Residence	Street:					
City:		State:	ZIP:	Telephone:		
Cell Phone Number:			Drivers License Numb	per:		
Lived here from:	to:		Do you Rent 🗌 or O	wn 🗌		
Reason for moving:						

								2 of 7
Lar	ndlord Name:							
Lar	ndlord Address:							
City	y:		State:	ZIP	:	Telephone:		
Pre	evious Residence	Street:						
City	y:		State:	ZIP	:			
Lived here from: to: Rent 🗌 or Own 🗌								
Rea	ason for moving:							
Lar	ndlord Name:							
Lar	ndlord Address:							
City	y:		State:	ZIP	:	Telephone:		
Pre	evious Residence	Street:						
City	y:		State:	ZIP	:			
Liv	ed here from:	to:		Rer	nt 🗌 or Own 🔲			
Reason for moving:								
Lar	ndlord Name:							
Lar	ndlord Address:							
City: State: ZIP: Telephone:								
HOUSEHOLD COMPOSITION DIRECTIONS: PLEASE COMPLETE THE TABLE BELOW LISTING EACH MEMBER OF THE HOUSEHOLD, INCLUDING CARE ATTENDANTS, WHETHER OR NOT THOSE MEMBERS ARE RELATED. INCLUDE ALL MEMBERS WHO YOU ANTICIPATE WILL LIVE WITH YOU AT LEAST 50% OR MORE OF THE TIME DURING THE NEXT 12 MONTHS. (A FULL TIME STUDENT IS ANYONE WHO IS ENROLLED FOR AT LEAST FIVE CALENDAR YEAR MONTHS FOR THE NUMBER OF HOURS OR COURSES WHICH ARE CONSIDERED FULL-TIME ATTENDANCE BY THAT INSTITUTION. THE FIVE MONTHS NEED NOT BE CONSECUTIVE).								
			*LIST EACH	PERSON LI	VING IN THE UNIT	*		
	Name	Relation to Head	Birth Date	Gender	Student	Employed	Marital Status	SS Number
1		HEAD		м 🗆	Y 🗆 N 🗆	Y 🗆	Single 🗌 Married 🗌	
				F	F/T 🗆 P/T	N 🗌 How Long	Separated Widowed	
2				м 🗆	Y 🗆 N 🗆	Y 🗆 N 🗆	Single Married	
				F 🗆	F/T 🗌 P/T	How Long	Separated Widowed	
				м 🗆	Y 🗆 N 🗆	Υ□	Single 🗌 Married 🗌	

			Long		
3	м 🗆	Y [] N []	Y 🗌 N 🗆	Single 🗌 Married 🗌	
	F 🗋	F/T 🗌 P/T	How Long	Separated 🗌 Widowed 🗌	
4	м	Y 🗌 N 🔲	Y 🗆 N 🗆	Single □ Married □	
	F 🗖	F/T 🗆 P/T	How Long	Separated 🗌 Widowed 🗌	
5	м	Y 🗌 N 🗌	Y 🗌 N 🗆	Single 🗌 Married 🗌	
5	F 🗆	F/T 🗌 P/T	How Long	Separated 🗌 Widowed 🗌	
6	м	Y 🗌 N 🔲	Y 🗆 N 🗆	Single 🗌 Married 🗌	
	F 🗋	F/T 🗌 P/T	How Long	Separated 🗌 Widowed 🗌	
-	м	Y 🗌 N 🗍	Y 🗌	Single 🗌 Married 🗌	
7	F 🗖	F/T 🗌 P/T	N 🗌 How Long	Separated 🗌 Widowed 🗌	

Initial__

LIHTC 10/2022

Do all of the hou household 100%	usehold members reside in o of the time:	n the household 10	00% of the	time?Y 🗌 N 🔲 🛛	If no, ple	ase list those	not living in the
Anticipated chan	iges in household size wit	hin the next 12 m	onths? Y [] N 🗌 If yes, exp	olain:		
Anticipated chan	ge in number of students	within the next 1	2 months?	Y 🗌 N 🗌 If yes,	, explain:		
		D	ISABILITY	STATUS			
		_					
Yes, I feel I r senses, or activit	neet the definition of han ties.	dicapped/disabled	l as defined	as having a physi	cal or me	ental condition	n that limits movement,
🗌 No, I feel tha	t I do not meet the defin	ition of handicapp	ed/disabled	as defined above.			
Would you or an	yone in your household b	enefit from the fe	atures of a	handicap-accessib	ole unit?	Y 🗌 N 🗌	
Do you require a	any accommodations or m	odifications to the	unit for an	ıy disability?Y 🗌	N 🗌 If	yes, explain:	
			CARE ATTI	ENDANT			
Will you have a	Care Attendant living with	nyou?Y□N□	If yes, F/	T 🗌 or P/T 🗌			
Name of Care At	tendant:						
Address:							
City:		State:		ZIP:	Telepl	hone:	
GENERAL INFORMATION							
Have you, your s	spouse, or any other prop	osed occupant eve	er:				
1. Been arrested and charged with a misdemeanor or felony? Y IN N I If yes, who in what state what year							
	2. Been required to register as a sex offender? Y 🗌 N 🗌						
	3. Been evicted? Y IN I If yes, when where						
Do you have a Section 8 voucher or certificate? Y IN I							
Do you have any pets? Y I N I If yes, list breed and weight:							
Pets are Only permitted in senior properties							
How did you hear about our apartment community?							
EMERGENCY CONTACT (PLEASE PROVIDE INFORMATION FOR TWO PEOPLE NOT PLANNING TO OCCUPY THE PREMISES WHOM WE MAY CONTACT IN THE EVENT OF AN EMERGENCY, OR TO LOCATE YOU)							
Name:		Relationship:			Telepho	one:	
Address:			City:		S	tate:	Zip:
Name		Relationship:			Telepho	one:	
Address:			City:		5	State:	Zip:
		AUTO	MOBILE IN	FORMATION			
Model:	Make:		Color:		Tag #:		
Model:	Make:		Color:		Tag #:		

Initial____

Program regulations for this community require that all applicants/tenants reveal all sources of income and assets. This application is not considered complete and therefore cannot be processed until the following questionnaire of income and assets have been completed by each household member 18 years of age and older (not required for care attendants).

NAME:

ype of Asset Including any accounts held for dependent	5	How Many	Estimated Value	Source Contact for Verification (list each separately)
hecking Account Y	″ □ N □		\$ \$	Institution Name: Telephone: Institution Name: Telephone:
Savings Account Y	□ N □		\$ \$	Institution Name: Telephone: Institution Name: Telephone:
Debit Cards Y NOT including debit cards related to the listed above	□ N □ accounts		\$ \$	Institution Name: Telephone: Institution Name: Telephone:
ertificates of Deposits Y	″ □ N □		\$	Institution Name: Telephone:
Noney Market Funds Y	□ N □		\$	Institution Name: Telephone:
lutual Funds/Stock Y	″ □ N □		\$	Institution Name: Telephone:
reasury Bills Y	□ N □		\$	Institution Name: Telephone:
RA or 401k Y			\$	Institution Name: Telephone:
Company Retirement Accounts Y	″ □ N □		\$	Institution Name: Telephone:
nnuities Income Y	́ 🗆 N 🗆		\$	Institution Name: Telephone:
ife Insurance Policies (Whole Life) Y			\$	Institution Name: Telephone:
Pension Funds Y Account Not receiving payments on a regul	ar basis)		\$	Institution Name: Telephone:
rust Accounts Y			\$	Institution Name: Telephone:
ersonal Property held for Investment Y	□ N □		\$	Institution Name: Telephone:
Nortgage or Deed of Trust Y	″ □ N □		\$	Institution Name: Telephone:
Cash on Hand including Cash Applications i.e. Yaypal, Venmo, CashApp, etc	″ □ N □		\$	List all sources or accounts:
ouse/Real Estate Y	″ □ N □		\$	Institution Name: Telephone:
Rental Property Y	□ N □		\$	Institution Name: Telephone:
Other Investments Y			\$	Institution Name: Telephone:
lave you received any lump sum payments	such as th	ne following	:	
nheritances Y	□ N □		\$	Details:
ottery or other winnings Y	□ N □		\$	Details:
nsurance Settlements Y	□ N □		\$	Details:
Vorkers Compensation Settlements Y			\$	Details:
ocial Security Disability Settlements Y			\$	Details:
nemployment Compensation Settlements Y	□ N □	-	\$	Details:
A Disability Settlements Y	□ N □		\$	Details:
everance Pay Y	□ N □		\$	Details:
apital Gains Y	□ N □		\$	Details:
ther (Including Crypto Currency) Y			\$	Details:

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ype of Income		How Many	Estimated Monthly Amount	Source Contact for Verification
Employment (Wages & Salary) How long? If less than 1 year, start date:	Y 🗌 N 🗌		\$	Institution Name: Address: Telephone: Institution Name: Address: Telephone:
ncome from a Business or Profession	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Military Pay, including all allowances	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Social Security: Include any amounts received for household dependents	Y N		\$	Institution Name: Telephone:
SSI: Include any amounts received for household dependents	Y 🗆 N 🗖		\$	Institution Name: Telephone:
Disability and Death Benefits (other than SSI) Include any amounts received for household dependents	Y 🗌 N 🗌		\$	Institution Name: Telephone:
TANF/Work First or other Public Assistan	ce Y□N□		\$	Institution Name: Telephone:
Alimony	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Child Support (include all support whethe ordered or not)	er court Y 🗌 N 🔲		\$	Institution Name: Telephone:
Jnemployment Compensation	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Workers' Compensation	Y 🗆 N 🗖		\$	Institution Name: Telephone:
Severance Pay	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Retirement Income	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Pensions (Receiving payments on a regular basis)	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Annuities Income	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Insurance Policies Income	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Scholarships, Grants, Educational Entitler Include any amounts received for household dependents	nents ₅Y□N□		\$	Institution Name: Telephone:
ncome from Rental Property	Y 🗌 N 🗌		\$	
Work Study Programs	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Long Term Care Payments	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Income from Training	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Other Income (Including GoFndMe)	Y 🗌 N 🗌		\$	Institution Name: Telephone:
Regular Recurring Gifts Such as but not limited to: Receiving m gifts or non-cash contributions from pers the household for rent, utilities, groceries and/or misc household supplies)	ons outside		\$	Please explain:

I understand that this application and all related inquires will be used only for its relevance to screening and occupancy at this property.

Signature:_

Date: / /	Date:	/	1		
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Initial_____

I (we) understand that this application must be filled out completely and accurately. I (we) certify that the information provided is accurate and I (we) understand that any misrepresentations will disqualify me (us). I (we) further certify that the housing occupied on these premises will be my (our) permanent residence and I (we) do not/will not maintain a separate subsidized rental unit at any other location.								
By signing this application, I (we) hereby authorize the management (or agent) of this complex, for the purpose of this application, to contact and obtain any information required from any of the individuals or entities listed on this application, or from any other individuals or entities as may be required. Management further reserves the right to release this information for purposes of collecting outstanding debts.								
I (we) underst	and that the managing agent wi	ill verify, in writing through a third party th	he information p	provided on this application.				
	I (we) also understand that my household wages are subject to being verified through a third party source(s) by agencies designated by the U.S. Federal Government to administer this housing program.							
		WARNING						
Section 1001 of the Title 18, United States Code provides, "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain false, fictitious or fraudulent statements or statements or entry, shall be fined under this title or imprisoned not more than five years, or both.								
If this application is approved, one month's prorated rent and security deposit or partial payment of deposit must be paid and lease and tenant certification must be executed in advance before occupancy of the apartment. NO REFUND WILL BE MADE except to comply with state and federal guidelines. All rent is due and payable in advance on the FIRST DAY OF THE MONTH.								
		plicant pays application fee of \$ ruction Co. Fee is Non-Refundable.	Fee must	t be in the form of a check or				
BY SIGNING B	ELOW, I CERTIFY I HAVE READ	AND UNDERSTAND ALL THE ABOVE						
Signatures:								
Applicant:	Applicant: Date:/_/							
Co-Applicant:_	Co-Applicant: Date:/_/							
Adult househo	ld member:			Date://				
Adult household member:								
Please review	the statement below and provid	e the requested information, if you are wil	ling:					
"Information regarding race, ethnicity, and sex designation solicited on this application is requested in order to assure the Federal Government that federal laws prohibiting discrimination against applicants on the basis of race, color, national origin, religion, sex, familial status, age, and disabilities are complied with. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluation of your application or to discriminate against you in any way. However, if you choose not to furnish, the owner is required to note the race/national origin and sex of individual applicants on the basis of visual observation or surname."								
Applicant:	Ethnicity Hispanic or Latino 🗌 Not Hispanic or Latino 🗍	Race American Indian/Alaska Native Asian Black or African American Native Hawaiian/Pacific Islander White	<u>Gender</u> Male 🗌 Female 🗌	*I do not wish to furnish this information 🗌 (initial)				
Co- Applicant:	Ethnicity Hispanic or Latino 🗌 Not Hispanic or Latino 🗍	Race American Indian/Alaska Native Asian Black or African American Native Hawaiian/Pacific Islander White	<u>Gender</u> Male 🗌 Female 🗍	*I do not wish to furnish this information □ (initial)				
*Race/national	origin and sex of individual ap	plicants were completed based on visual of	oservation	(MGR initial)				

Initial_____

TENANT RELEASE AND CONSENT

I/We	, the under	rsigned hereby authorize all			
persons or companies in the cate	gories listed below to release wit	hout liability, information			
regarding employment, income, a	nd/or assets to	for			
purposes of verifying information	on my/our apartment rental appl	lication.			
INFORMATION COVERED I/We understand that previous or and inquiries that may be request income, and assets; medical or ch cannot be used to obtain any info continued participation as a Quali	ted include, but are not limited to hild care allowances. I/We under prmation about me/us that is not	stand that this authorization			
GROUPS OR INDIVIDUALS THAT The groups or individuals that main limited to:		information include, but are not			
Past and Present EmployersWelfare AgenciesVeterans AdministrationPrevious Landlords (includingState Unemployment AgenciesRetirement SystemsPublic Housing Agencies)Social Security AdministrationBanks and Other FinancialSupport and Alimony ProvidersMedical and Child Care ProvidersInstitutionsColleges, Universities, and HigherEducational InstitutionsUtility Company					
CONDITIONS I/We agree that a photocopy of this original of this authorization is on fi signed. I/We understand I/we have incorrect.	le and will stay in effect for a year	and one month from the date			
SIGNATURES		, ,			
Applicant/Resident	(Print Name)	// Date / /			
Co-Applicant/Resident	(Print Name)	Date / /			
Adult Member	(Print Name)	Date			
Adult Member	(Print Name)	// Date			

NOTE: THIS GENERAL CONSENT MAY NOT BE USED TO REQUEST A COPY OF A TAX RETURN. IF A COPY OF A TAX RETURN IS NEEDED, IRS FORM 4506, "REQUEST FOR COPY OF TAX FORM" MUST BE PREPARED AND SIGNED SEPERATELY.

Initial_____