



Preliminary Application for 60 Givens Gerber Park

Applications require a \$300 non-refundable deposit. This fee is non-refundable and will be applied to the total application and administrative fee.

Mailed applications should be sent to
Givens Gerber Park, 40 Gerber Road, Suite 100, Asheville, NC 28803



Emailed applications may be sent to
info@givensgerberpark.org



Please call 828-771-2207 to schedule an appointment
to deliver the application in-person.



Applications may be faxed to 828-623-9440



Please call 828-771-2207 if you have questions about Givens Gerber Park,
the application process, or need assistance completing the application.

Givens Gerber Park will contact applicants on the waiting list annually by first class mail. If the applicant fails to respond regarding the applicant's desire to remain on the waiting list the household will be removed from the waiting list.

Applicants must contact Givens Gerber Park in writing, if household information changes (i.e. address, phone numbers, number of household members, number of future household members, criminal history, income, etc.).

We are an equal housing opportunity provider. We do not discriminate on the basis of race, color, sex (including gender identity and sexual orientation), national origin, religion, disability or familial status, or any other legally protected characteristic. We do not interfere, threaten, or coerce persons in the exercise of their fair housing rights. We do not retaliate against persons who have asserted their rights or persons who have assisted someone in asserting their rights.



60 Givens Gerber Park Preliminary Rental Application

Applicant:

Name: _____

Current Address: _____

City, State, Zip Code: _____ Home Phone: _____

Cell Phone: _____

Date of Birth: _____ Bedroom Size Requested: _____ e-mail Address: _____

Marital Status: single married divorced separated widow

Co-Applicant:

Name: _____

Current Address: _____

City, State, Zip Code: _____ Home Phone: _____

Cell Phone: _____ Date of Birth: _____

Marital Status: single married divorced separated widow

HOUSEHOLD COMPOSITION AND CHARACTERISTICS

1. List the Head of Household and all other members who will be living in the unit. Give the Relations of each family member to the head.

<u>Name</u>	<u>Relationship</u>	<u>Birth Date</u>	<u>Age</u>	<u>Sex</u>
	Head of Household			

2. Do you expect a change in your household composition within the next 12 months? Yes No
If yes, please explain: _____



INCOME INFORMATION

Please answer each of the following questions. For each "yes," provide details in the charts below.

Does any member of your household:

1. Work Full time, part time, or seasonally .. []Yes []No \$ _____
2. Work for someone who pays him or her cash []Yes []No \$ _____
3. Expect a leave of absence from work due to lay off []Yes []No \$ _____
 medical, maternity, or military leave.
4. Now receive or expect to receive unemployment benefits..... []Yes []No \$ _____
5. Now receive or expect to receive child support. []Yes []No \$ _____
6. Entitled to child support that he/she is not now receiving []Yes []No \$ _____
7. Now receive or expect to receive alimony []Yes []No \$ _____
8. Have an entitlement to receive alimony that is not
 currently being received []Yes []No \$ _____
9. Do you take or anticipate taking regular monthly withdrawals from an
 IRA or retirement account? []Yes []No \$ _____
10. Do you have a required minimum distribution from an IRA or other
 similar retirement account? []Yes []No \$ _____
11. Now receive or expect to receive Social Security or disability..... []Yes []No \$ _____
12. Now receive or expect to receive income from a pension/annuity []Yes []No \$ _____
13. Now receive or expect to receive regular contributions from
 organizations or individuals not living in the unit..... []Yes []No \$ _____
14. Receive income/dividends from assets including checking, savings,
 certificates of deposit, stocks, bonds, rental property []Yes []No \$ _____
15. Own real estate or any asset for which you receive income []Yes []No \$ _____
16. Now receive military pay []Yes []No \$ _____
17. Now receive workers compensation..... []Yes []No \$ _____
18. Now receive veterans administration benefits..... []Yes []No \$ _____
19. Do you have income from any source not mentioned above []Yes []No \$ _____

If yes, please explain: _____

Employment:

Applicant:

Circle all applicable:

	Employed full time	Employed part time	self – employed
	Retired	Unemployed	

Current
 Employer _____ Position _____ Date Hired _____
 Address _____ Supervisor _____ Phone _____
 Current Wages: \$ _____ per: hour week month year (circle one)
 Do you expect to earn substantial overtime? () Yes () No If so, how much? _____

Co-Applicant:

Circle all applicable:

	Employed full time	Employed part time	self – employed
	Retired	Unemployed	

Current
 Employer _____ Position _____ Date Hired _____
 Address _____ Supervisor _____ Phone _____
 Current Wages: \$ _____ per: hour week month year (circle one)
 Do you expect to earn substantial overtime? () Yes () No If so, how much? _____



ASSET INFORMATION

Please answer each of the following questions.

Do any household members have any of the following? If yes, indicate the value.

Checking Account (average 6mon balance)..... []Yes.. []No \$ _____

Savings Account..... []Yes.. []No \$ _____

Certificates of Deposit..... []Yes.. []No \$ _____

Stocks or Bonds..... []Yes.. []No \$ _____

IRA/s or Retirement Funds..... []Yes.. []No \$ _____

Mutual Funds..... []Yes.. []No \$ _____

Trust Accounts..... []Yes.. []No \$ _____

Personal Property held as an investment.... []Yes.. []No \$ _____

Real Estate..... []Yes.. []No \$ _____

Any Assets not listed above []Yes.. []No \$ _____

Have you disposed of any assets in the
previous 24 months for less than fair market value?.. []Yes.. []No \$ _____

If you own a home do you plan to sell it? If so when? []Yes.. []No
Projected date to list home for sale _____

List all information for any asset noted above (including Checking, Savings, IRAs, Keogh accounts, and Certificates of Deposit) of all household members.

BANK NAME or INSTITUTION	TYPE OF ACCOUNT	BALANCE

PREVIOUS RENTAL HISTORY

Name and Address of Your Present Landlord:

Do you: Rent Own Other _____

Telephone No. _____

How Long Have You Lived There? _____

Reason for Leaving. _____

Name and address of your Former Landlord:

Telephone No. _____

How Long Did You Live There? _____

Reason for Leaving. _____



OTHER INFORMATION

HAVE YOU OR ANY HOUSEHOLD MEMBER EVER:

- Filed for Bankruptcy? Yes No
- Been evicted from Tenancy? Yes No
- Been evicted from Federally Funded Housing for a lease violation including drug use or a crime? Yes No
If yes, when: _____
- Been convicted of a Felony or Misdemeanor? Yes No
If yes, explain: _____
- Are you or any household member subject to lifetime sex offender registration..... Yes No
- Are you or any household member enlisted in the U.S. Military or a veteran Yes No
- Do you have any special housing needs?..... Yes No
If yes, explain: _____

Emergency Contact:

Nearest Living Relative: _____

Name	Phone	Relationship

Address: _____

I hereby apply to lease the above described premises on substantially the terms set forth herein. As an inducement to Givens Gerber Park and/or Givens Communities the owner of the property, agent of the owner, to accept this application, I warrant that all statements contained herein are true. I have been advised and understand that residency at this community entails certain income restrictions and that residency is subject to qualification. I hereby authorize Landlord to procure a consumer report as defined in the Fair Credit Reporting Act, 15 U.S.C. 1881 a (d) seeking information on the credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. I tender the amount of \$ 300. This fee is non-refundable and will be applied to the total application and administrative fee. I agree that in addition to execution of a Lease Agreement that I will execute a tenant certification attesting to the information contained herein which certification will be made under the penalty of perjury.

A non-refundable fee of \$ 300 is made herein. If the application is approved, said fee will be held as part of the Application and Administrative fee. The full Application and Administrative Fee will be determined based upon the Applicant’s qualifying income. Landlord reserves the right to retain any portion of the Application and Administrative Fee which has been paid if, for any reason, prospective resident withdraws the application for tenancy.

By execution of this application, I hereby authorize Givens Gerber Park and/or Givens Communities to make such investigations into my credit history as they may deem appropriate. I understand that such investigations typically include (but are not limited to) verification of employment and salary, rental history and consumer credit reports. By signing below, the applicant gives permission to procure a criminal background check and understands the results of such background check could affect the approval of this application. The undersigned do hereby acknowledge disclosure that the licensee, Givens Gerber Park and/or Givens Communities represents the Landlord in a real estate transaction.

RESIDENT’S DUTY TO PROVIDE TRUTHFUL & COMPLETE INFORMATION

WARNING: Section 1001 of Title 18 U.S. Code makes it a criminal offense to willfully falsify a material fact or make a false statement in any matter within the jurisdiction of a federal agency.

Resident acknowledges that federal law requires Resident to answer all questions about income and household member status truthfully and completely at Resident’s initial certification and at any annual recertification. This information is essential for determining Resident’s eligibility to occupy the Unit. Resident understands that (s) he must give truthful and complete income and household member status information at all times. Resident understands that compliance with this paragraph is a condition of Resident’s occupancy of the Unit. If Owner discovers, at any time the Lease Term, that Resident purposely gave false or incomplete income or student status information, Owner may evict Resident from the Unit.

Resident’s Acknowledgement: _____
(Initial here)

Applicant: _____ **Date:** _____

Co-Applicant: _____ **Date:** _____

Received by: _____ **Date Received:** _____ **Time :** _____

