

**NORTHUMBERLAND BORO HOUSING CORPORATION**  
**THE PINES APARTMENTS 375 6<sup>TH</sup> St., Northumberland**  
**THE LEWIS BUILDING 65 Queen St., Northumberland**  
**Lewis 570-473-7320 Pines 570-473-8040 FAX: 570-473-9340**

**PRELIMINARY RENTAL APPLICATION**

By submitting this application you are agreeing to accept residence in either the Lewis Building or the Pines Apartments. ***Applicants will not be given a choice of buildings in which to reside.***

Refusal of an apartment when called will place your name at the bottom of the waiting list.

**All Buildings are SMOKE FREE**

**Pets are not allowed.**

The Northumberland Borough Housing Corp. offers non-discriminate housing to all **persons over the age of 62.** A \$15.00 application fee is required to be paid when this application is submitted. (OFFICE USE ONLY: App. Fee \_\_\_\_\_ Cash/Check # \_\_\_\_\_ Date \_\_\_\_\_)

**Applicant**

Name \_\_\_\_\_

Birth date \_\_\_\_\_ Social Security # \_\_\_\_\_

**Co-Applicant**

Name \_\_\_\_\_

Birth date \_\_\_\_\_ Social Security # \_\_\_\_\_

**Address & Phone #'s**

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Your Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

How long have you lived here? \_\_\_\_\_ Do your own or rent? \_\_\_\_\_

If you rent please provide your current Landlord's Name, Address, & Phone on line below

**Previous Addresses** Please list all previous addresses in the last 10 years. If you were renting at this address please list the Landlord's name, address, & phone number.

Address \_\_\_\_\_ Dates of Occupancy \_\_\_\_\_

Landlord Name, Address & Phone \_\_\_\_\_

**Other Contacts** Please list anyone else we can call to get in touch with you should an apartment become available or in the case of an emergency.

Name	Phone Number	Relationship

**Do you require the aid of a cane, walker, or wheelchair and if so will this affect the type of accommodations you will require?** \_\_\_\_\_

**Are you able to walk up and down stairs?** \_\_\_\_\_ **Up only** \_\_\_ **Down only** \_\_\_\_\_

**Do you require special accommodations in the bathroom, i.e. walk-in shower vs. bathtub?** **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**INCOME:** Please list all *GROSS* income. Please specify if it is a monthly or yearly figure.

<b>MONTHLY INCOME SOURCE:</b>	Applicant #1	Applicant #2	Office Use
	Amount Received	Amount Received	
Social Security			
Disability			
Workmen's Compensation			
Unemployment Income			
Alimony			
Veterans Benefits			
Pensions			
Other Income			
Investment Property			
Interest from Savings Accounts			
Interest from CD's			
Interest from Money Markets			
Dividends from Stock Investments			
Dividends from Bond Investments			
<b>TOTAL MONTHLY INCOME</b>			

**OUTSTANDING EXPENSES:** Please list any outstanding credit card bills or loans which cannot be paid-in-full in the next 6 months.

Applicant/Co-Applicant	Credit Card	Bank Loan	Other	Monthly Payment	Payoff Date	Balance

**Do you currently own a motor vehicle?** \_\_\_\_\_

**CREDIT ISSUES**

Have you, in the last seven (7) years, declared bankruptcy, suffered foreclosure, had an account assigned for collection action or had any legal action affecting your ability to obtain financing?  
Yes \_\_\_ No \_\_\_ Whom did this affect? Applicant \_\_\_ Co-Applicant \_\_\_

Have you been more than seven (7) days late making your rental/mortgage payments in the last three (3) years? Yes \_\_\_ No \_\_\_

**AUTHORIZATION AND MISCELLANEOUS**

I/We the undersigned acknowledge that the above *information is true and correct and hereby authorize the verification of the information contained herein*, including but not limited to the obtaining of a credit report. The applicant(s) further acknowledge(s) that false information herein shall constitute grounds for the rejection of this application and/or forfeiture of deposits.

This is a preliminary application and does not obligate the lessor or the lessor's agent to execute a lease or deliver possession of the proposed premises.

Pursuant to the Human Relations Act of Pennsylvania (P.L. 744, No. 222), it is an unlawful discriminatory practice for a person to discriminate against a prospective occupant or user in the terms or conditions of leasing any housing accommodation or commercial property or to elicit information, make or keep any record or use a form of application containing questions regarding race, color, religious creed, ancestry, sex, national origin, handicap or disability.

It is also unlawful to refuse to lease housing accommodations or commercial property to a person due to the user of a guide animal because of the blindness or deafness of the user, or use of support animal because of a physical handicap of the user or because a person is a handler or trainer of support or guide animals.

I HAVE READ AND AGREE TO THE PROVISIONS AS STATED.

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

NORTHUMBERLAND BOROUGH HOUSING CORPORATION  
GENERAL AUTHORIZATION FOR RELEASE OF INFORMATION  
PERMISSION TO PERFORM A CREDIT CHECK

DATE \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

Birth date \_\_\_\_\_ Social Security# \_\_\_\_\_

Co-Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_

Birth Date \_\_\_\_\_ Social Security # \_\_\_\_\_

To Whom It May Concern:

I/We have filed a Preliminary Rental Application with the Northumberland Borough Housing Corporation and it is necessary for the Housing Corporation to request information for the purpose of determining eligibility for housing.

I/We hereby give my/our permission to release the information requested and understand that it will be kept CONFIDENTIAL and be used only for the purpose of determining my/our eligibility for housing with the Northumberland Borough Housing Corporation. I/We would appreciate your prompt attention in supplying the requested information.

I/We understand and agree that a photocopy of this release shall be as valid as the original.

Thank you for your assistance and cooperation in this matter.

Applicant's Signature

\_\_\_\_\_ Date \_\_\_\_\_

Co-Applicant's Signature

\_\_\_\_\_ Date \_\_\_\_\_

NORTHUMBERLAND BORO HOUSING CORPORATION  
INCOME GUIDELINES FOR DETERMINING RENT

Although residency at The Pines Apartments is not based of the amount of income generated, the rent scale is based on your income. The following is a schedule for determining the amount of rent payable by certain individuals:

		<u>Lewis &amp; Pines Rent</u>
Single	\$19,250 - \$30,750	\$526
Couple	\$22,000 – \$35,150	\$526
Single	\$30,750+	\$602
Couple	\$35,150+	\$602

If one person has an annual income of less than \$19,250.00 or if two persons have an annual income of less than \$22,000.00 they currently would be eligible for Section 8 subsidized rent. The subsidized portion of their rent would be determined based on income and certain monthly expenses. These persons would be referred to:

The Northumberland County Housing Authority  
50 Mahoning St., Milton. PA  
Phone: 742-8797

They would then require income and expense information and would determine the portion of the monthly rent indicated above that would be subsidized.