



**JOIN OUR COMMUNITY TODAY!**  
 P.O. Box 511  
 Haverhill, MA 01831  
**Phone:** (617) 209-5429 | US Relay 711  
**Email:** thegersonbuilding@maloneyproperties.com

**PRE-APPLICATION FOR THE GERSON BUILDING**

Please Print Clearly

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY/STATE/ZIP: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ ALT PHONE: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

UNIT SIZE REQUESTED: 1 Bedroom \_\_\_\_\_  
 2 Bedroom \_\_\_\_\_  
 3 Bedroom \_\_\_\_\_

Pre- applications are used to pre-qualify prospective applicants for the waiting list. All applicants will be asked to complete a full application upon being selected from the waiting list and may be interviewed for housing only after the receipt of the full application. For the Gerson Building initial applicants for housing will be selected from a lottery.

**Please complete all sections of this pre- application and return to P.O. Box 511, Haverhill, MA 01831. If a question is not applicable, write "N/A" in that section. If all sections are not completed, the preliminary application will be returned to you for completion and will not be placed on the waiting list. Every family member age 18 as well as the Head, Co-head and Spouse must sign and date the application.**

**HOUSEHOLD COMPOSITION & STUDENT STATUS ELIGIBILITY**

List ALL persons who will live in the apartment in at least the first 12 months of occupancy (including any unborn children and live-in-aides). List the head of household first.

First Name, Last Name	Relationship to head of household	Date of Birth	Student Status (F1) (Must Circle as Applicable to EACH Member)
	Head of Household		Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student
			Full-time / Part-time / Not Student

Are you or a member of your household a veteran?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name of the family member:		
Branch of the Military:		



Are ALL household members full time students?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>If yes, you MUST answer the following questions "a" through "e".</b>		
a. Is any full-time student(s) a TANF or a title IV recipient?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Is any student(s) enrolled in a job-training program receiving assistance under the Job Training Partnership Act or other similar federal, state or local law?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are all full-time student(s) married (not necessarily to one another) and filing a joint tax return?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all of the full-time student(s) a single parent living with his/her minor child/children and not a Dependent on another individual's tax return and the child/children aren't a dependent of another person other than a parent of the child/children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e. Has any full-time student previously been under the care and placement of a foster care program (under Part B or E of Title IV of the Social Security Act)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**INCOME**

List ALL sources of gross income anticipated to be received by any/all household members in the next 12 months, including but not limited to: Employment, self-employment (net business income), unemployment, Social Security, SSI, SSP, Public Assistance, Pension payments, child support, alimony, regular gifts/contributions etc.

Household Member Name	Source of Income	Gross Annual Amount
		\$
		\$
		\$
		\$

**Assets**

List ALL household members' assets, including but not limited to: Checking accounts, savings accounts, trust accounts, certificates of deposit (CDs), credit unions, savings bonds, life insurance policies, 401(k)s, SSA Direct Express Debit Cards, etc.

Household Member Name	Type of Asset / Bank Name / Last 4 Digits of Acct #	Current Balance (Checking Accts – 6 mo Average Balance)
		\$
		\$
		\$
		\$

The following four questions are asked for the sole purpose of providing an equal opportunity to enjoy your housing. Answering them is voluntary, but if you don't let us know what you need to have an equal opportunity to enjoy your housing, we can't satisfy your needs.



1. Do you need a fully accessible unit for someone with a mobility impairment?  Yes  No  
 \*Note: If you only need a unit on the first floor and it doesn't need to be fully accessible please answer "no" here and respond to question 4 below with a "yes" and let us know your needs.

2. Do you need only certain accessible features of a unit?  
 Yes  No If yes, please list the features that you need to be accessible: \_\_\_\_\_  
 \_\_\_\_\_

3. Do you need a unit with special features for someone with a hearing and/or visual impairment?  
 Yes  No

4. Does any member of the household have any accessibility or reasonable accommodation requests or alternate ways we need to communicate with you?  
 Yes  No If yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_

**ADDITIONAL INFORMATION**

1. How were you referred to this property?

**Notice for the following question:** We do not discriminate based on voucher certificate holder status. The following question is asked for the sole purpose to determine an applicant household's ability to pay rent for a unit that does not have Project Based Subsidy.

2. Do you currently have a mobile Voucher/Certificate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
--	------------------------------	-----------------------------

What agency issued the voucher?

3. Are you an owner, developer or sponsor of this project (or officer, employee, agent or consultant of the owner, developer or sponsor)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
---	------------------------------	-----------------------------

Have you or any member of your family ever been: (A) convicted of a felony; and/or (B) subject to any State Sex Offender Lifetime Registration requirement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
---	------------------------------	-----------------------------

If yes, please specify if A or B above and which family member this applies to:



# CERTIFICATION

I/We hereby certify that I/We do/will not maintain a separate subsidized rental unit in another location. I/We further certify that this will be my/our permanent residence. I/We understand I/We must pay a security deposit for this apartment prior to occupancy. I/We understand that my eligibility for housing will be based on applicable income limits and by management's selection criteria. I/We certify that all information in this application is accurate and complete to the best of my/our knowledge and I/We understand that intentional false statements or information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy. I/We hereby authorize the release of information regarding a criminal background and credit check, and landlord authorization. All adult household members, 18 or older, must sign the application. Further, any head, co-head or spouse, who is an emancipated minor, must also sign below.

SIGNATURE(S):

\_\_\_\_\_  
(Signature of Tenant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Signature of Co-Tenant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Signature of Co-Tenant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Signature of Co-Tenant)

\_\_\_\_\_  
Date

Attachments: Application Cover Letter, as applicable, based on program, (s) at property  
Application Attachments below, as applicable, based on program(s) at property

Attachment A: Notice of Nondiscrimination, Right to a Reasonable Accommodation and Free Language Assistance for People with LEP

Attachment B: 1A Application Addendum - Demographics Data Collection & Consent

Maloney Properties Inc. does not discriminate on the basis of any protected status, including disability, in the admission of or access to, or treatment or employment in its programs and activities. Maloney Properties, Inc. provides persons with disabilities the opportunity to request a Reasonable Accommodation in order to apply to and participate in such programs and activities. Maloney Properties, Inc. also provides people whose primary language isn't English and as a result have limited English proficiency the opportunity to request free language assistance in order to apply to or participate in its programs and activities. Kathy Broderick coordinates Maloney Properties' compliance with all nondiscrimination requirements, including Section 504. Contact her with any questions or concerns relating to Maloney Properties' compliance with nondiscrimination requirements: Telephone (781) 943-0200 x255, Relay #711 or at Maloney Properties, Inc. 27 Mica Lane, Wellesley, MA 02481.

