Berkeley Spring 5521 Dixon Drive Raleigh, NC 27609 (919) 786-1106

Thank You for your interest in Berkeley Spring, 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 Berkeley Spring!

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

Household	35% of Median Income	50% of Median Income
<u>Size</u>	Maximum Annual Income	Maximum Annual Income
1	29,995	42,850
2	34,265	48,950
3	38,535	55,050
4	42,805	61,150
5	46,235	66,050
	<u>1BR</u>	<u>2BR</u>
Rent Schedule:		
(For 35 % Households)	12 @ \$ 675	3 @ \$ 780
(For 50% Households)	16 @ \$ 790	5 @ \$ 840

NOTE: RENTS SUBJECT TO CHANGE WITH LENDER APPROVAL

Utility Allowance: \$65 \$88 (estimated utility cost per month – based on average utility cost for electricity)

Security Deposit: \$600

 Minimum Income Requirements:
 \$17,760
 \$20,832

 (For 35% Households)
 \$20,520
 \$22,272

For Section 8 Cert./Voucher: 2.5 x (tenant rent + utility allowance)

Pet Policy: Limit 1 Pet, Max. Weight – 25 lbs. \$150 deposit (refundable)

\$150 pet fee (non-refundable)

Age Requirement: 55 years of age and older

No Smoking Permitted Anywhere

Application Requirements

- 1. Completed and signed application.
- 2. Application fee is \$35 for all household members 18 years of age and older paid by check or money order to Evergreen Construction.
- 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: Berkeley Spring Apartments
5521 Dixon Drive
Raleigh, NC 27609

EQUAL HOUSING OPPORTUNITY





APT. COMMUNIT	Y:
DATE REC'D:	
TIME REC'D:	

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:						Desired Move in Date:	
Bedroom Size Requested	d:	Email A	ddress:				
* 5 YEARS OF RESIDENTIAL HISTORY MUST BE PROVIDED*							
Current Residence	urrent Residence Street:						
City:			State:	ZIP:	Telep	phone:	
Cell Phone Number: Drivers License Number:							
Lived here from:		to:		Do you Rent ☐ or Own	ı 🗌		
Reason for moving:							
Landlord Name:							
Landlord Address:							
City:			State:	ZIP:	Telep	phone:	
Previous Residence	Street:						
City:			State:	ZIP:			
Lived here from:		to:		Rent 🗌 or Own 🔲			
Reason for moving:							
Landlord Name:							
Landlord Address:							
City:			State:	ZIP:	Telep	phone:	
Previous Residence	Street:						
City:			State:	ZIP:			
Lived here from:		to:		Rent 🗌 or Own 🔲			
Reason for moving:							
Landlord Name:							
Landlord Address:							
City:			State:	ZIP:	Telep	phone:	
CO-APPLICANT INFORMATION							
Co-Applicant's Full Name	e:						
RESIDENCE INFORMATION — CO-APPLICANT * 5 YEARS OF RESIDENTIAL HISTORY MUST BE PROVIDED*							
Current Residence	Street:						
City:			State:	ZIP:	Telep	phone:	
Cell Phone Number:				Drivers License Numl	ber:		
Lived here from:		to:		Do you Rent 🗌 or O	wn 🗌		
Reason for moving:							

Initial____

Lar	Landlord Name:								
Landlord Address:									
City	State:			ZIP:		Telephone:			
Pre	evious Residence	Street:							
City	/ :		State:	ZIP					
Live	ed here from:	to:		Ren	t 🗌 or Own 🗌				
Rea	ason for moving:								
Lar	ndlord Name:								
Lar	ndlord Address:								
City	/ :		State:	ZIP	:	Telephone:			
Pre	evious Residence	Street:							
City	/ :		State:	ZIP:					
Live	ed here from:	to:		Ren	t 🗌 or Own 🗌				
Rea	ason for moving:								
Lar	ndlord Name:								
Lar	ndlord Address:								
City	/ :		State:	ZIP:		Telephone:			
			HOUS	EHOLD CO	MPOSITION				
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).						ATE WILL IT IS			
					VING IN THE UNIT				
	Name	Relation to Head	Birth Date	Gender	Student	Employed	Marital Status	SS Number	
				M □	Y N	Y 🗆	Single ☐ Married ☐		
1		HEAD		F 🗆	 F/T □ P/T	N □	Separated 🗌		
						Long	Widowed 🗌		
				М 🗆	Y	Υ□	Single ☐ Married ☐		
2				F 🗆	F/T 🗆 P/T	N ☐ How	Separated		
					Y 🗆	Long	Widowed ☐ Single ☐		
3				М	N 🗆	N 🗆	Married 🗌		
				F 🗌	F/T □ P/T □	How Long	Separated ☐ Widowed ☐		
				М	Y 🗆 N 🗆	Y 🗆	Single ☐ Married ☐		
4				F 🗆	 F/T □ P/T	N □ How	Separated \square		
						Long	Widowed □ Single □		
5				М 🗆	Y N	N 🗆	Married		
				F 🗆	F/T □ P/T	How	Separated 🔲		
						Long	Widowed		
					Y	Long	Single 🗌		
6				M 🗆	N 🗆	Y 🗆	Single Married		
6					N □ F/T □ P/T □	Y N How Long	Single Married Separated Widowed		
7				M 🗆	N □ F/T □ P <u>/T</u>	Y 🗆 N 🗆 How	Single ☐ Married ☐ Separated ☐		

	Do all of the household members reside in the household 100% of the time? Y \square N \square If no, please list those not living in the household 100% of the time:						
Anticipated char	ges in household size wit	hin the next 12 m	onths? Y [□ N □ If yes, exp	olain:		
Anticipated char	nge in number of students	within the next 1	2 months?	Y □ N □ If yes,	explai	n:	
		D	ISABILIT	Y STATUS			
senses, or activi	meet the definition of han ties. It I do not meet the defin			- , ,		mental condition	that limits movement,
						2 V 🗆 N 🗆	
	yone in your household b any accommodations or m						
, , , , , , , , , , , , , , , , , , , ,						,, p	
		(CARE ATT	ENDANT			
Will you have a	Care Attendant living with	ı you? Y 🗌 N 🗌	If yes, F/	T 🗌 or P/T 🗌			
Name of Care A	tendant:						
Address:				1			
City:		State:		ZIP:	Tele	Telephone:	
		GEN	IERAL INF	ORMATION			
Have you, your spouse, or any other proposed occupant ever:							
1. Been arrested and charged with a misdemeanor or felony? Y \Boxedow N \Boxedow If yes, who in what state what year							
	d to register as a sex offe in wha		_ what yea	nr			
3. Been evicted If yes, when	? Y 🗌 N 🔲 wher	·e					
Do you have a S	ection 8 voucher or certif	icate? Y 🗌 N 🗍					
Do you have any	pets? Y 🗌 N 📗 If yes,	, list breed and we	eight:				
	permitted in senior pr						
How did you hea	ar about our apartment co		IEDCENCY	CONTACT			
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:			Telep	hone:	
Address:			City:			State:	Zip:
Name		Relationship:			Telephone:		
Address:			City:			State:	Zip:
	AUTOMOBILE INFORMATION						
Model:	Make:		Color:		Tag #	#:	
Model:	Make:		Color:		Tag #	#:	

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:

INCOME AND ASSETS (EACH HOUSEHOLD MEMBER 18 YRS AND OLDER MUST COMPLETE SEPARATE INCOME AND ASSETS FORMS)						
Type of Asset Including any accounts held for depende	nts	How Many	Estimated Value	Source Contact for Verification (list each separately)		
Checking Account	Y 🗆 N 🗆		\$	Institution Name: Telephone: Institution Name: Telephone:		
Savings Account	Y 🗆 N 🗆		\$	Institution Name: Telephone: Institution Name: Telephone:		
Debit Cards NOT including debit cards related to th listed above	Y □ N □ e accounts		\$	Institution Name: Telephone: Institution Name: Telephone:		
Certificates of Deposits	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Money Market Funds	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Mutual Funds/Stock	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Treasury Bills	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
IRA or 401k	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Company Retirement Accounts	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Annuities Income	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Life Insurance Policies (Whole Life)	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Pension Funds (Account Not receiving payments on a reg	Y N N ular basis)		\$	Institution Name: Telephone:		
Trust Accounts If yes, is it revocable?	Y		\$	Institution Name: Telephone:		
Personal Property held for Investment	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Mortgage or Deed of Trust	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Cash on Hand including Cash Applications i.e. Paypal, Venmo, CashApp, etc	Y 🗆 N 🗆		\$	List all sources or accounts:		
House/Real Estate	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Rental Property	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Other Investments	Y 🗆 N 🗆		\$	Institution Name: Telephone:		
Have you received any lump sum paymen	ts such as th	e following:				
Inheritances	Y 🗆 N 🗆		\$	Details:		
Lottery or other winnings	Y 🗆 N 🗆		\$	Details:		
Insurance Settlements	Y 🗆 N 🗆		\$	Details:		
Workers Compensation Settlements	Y 🗆 N 🗆		\$	Details:		
Social Security Disability Settlements	Y 🗆 N 🗆		\$	Details:		
Unemployment Compensation Settlements	Y 🗆 N 🗆		\$	Details:		
VA Disability Settlements	Y 🗆 N 🗆		\$	Details:		
Severance Pay	Y 🗆 N 🗆		\$	Details:		
Capital Gains	Y 🗆 N 🗆		\$	Details:		
Other (Including Crypto Currency)	Y 🗆 N 🗆		\$	Details:		
Have you disposed of any assets for less than Fair Market Value within the last two years? (Please state if the sale was due to foreclosure, bankruptcy or divorce.) Y \(\subseteq N \subseteq \) If yes, explain:						

Income						
Type 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:		
Income 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 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 whether ordered or not)	er court		\$	Institution Name: Telephone:		
Unemployment 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			\$	Institution Name: Telephone:		
Income 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 the above information is being collected to determine my eligibility for residence. I authorize the owner/manager to verify information provided on this application and my signature is my consent to obtain such verification. I certify that I have revealed all assets currently held or previously disposed of and that I have no other assets other than those listed on this form (other than personal property). I further certify that the statements made in this application are true and complete to the best of my knowledge and belief and am aware that false statements are punishable under Federal law.						
I understand that this application and all property.	related inqui	res will be use	ed only for its	relevance to screening and occupancy at this		
Signature:				Date:/		

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) understand that the managing agent will verify, in writing through a third party the information 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 entry, shall be fined under this title or imprisoned not more than five years, or both.

fined under t	his title or imprisoned not m	ore than five years, or both.							
and tenant cer	tification must be executed in a	orated rent and security deposit or partial dvance before occupancy of the apartmen lue and payable in advance on the FIRST I	t. NO REFUND	WILL BE MAD	e paid and lease DE except to com	ply			
Application w money order	vill not be processed until ap payable to Evergreen Const	plicant pays application fee of \$ ruction Co. Fee is Non-Refundable.	Fee must	t be in the f	orm of a check	or			
BY SIGNING BE	ELOW, I CERTIFY I HAVE READ	AND UNDERSTAND ALL THE ABOVE							
Signatures:									
Applicant:				Date:/_					
Co-Applicant:_				Date:/_					
Adult househo	ld member:			Date:/	/				
Adult househo	ld member:			Date:/	/				
Government th familial status, This information	at federal laws prohibiting disci age, and disabilities are compl on will not be used in evaluation	x designation solicited on this application in rimination against applicants on the basis of ied with. You are not required to furnish to nof your application or to discriminate aga he race/national origin and sex of individu	of race, color, n his information inst you in any	ational origir , but are enc way. Howev	n, religion, sex, couraged to do so ver, if you choose	9			
Applicant:	Race Ethnicity								
Co- Applicant: Hispanic or Latino Not Hispanic or Latino Native Hawaiian/Pacific Islander White White Hispanic or Latino Native Hawaiian/Pacific Islander White Hispanic or Latino Native Hawaiian/Pacific Islander White Hispanic or Latino Native Hawaiian/Pacific Islander White Hispanic or Latino Hispanic or Latino Native Hawaiian/Pacific Islander Hispanic or Latino Hispan									
*Race/national	origin and sex of individual ap	plicants were completed based on visual o	oservation	(MGR init	:ial)				

TENANT RELEASE AND CONSENT

I/We	, the undersigned hereby authorize all					
persons or companies in the cate	gories listed below to release w	vithout liability, information				
regarding employment, income, a	ent) for					
purposes of verifying information	on my/our apartment rental ap	oplication.				
and inquiries that may be request income, and assets; medical or ch	ted include, but are not limited hild care allowances. I/We und ormation about me/us that is no	me/us may be needed. Verifications to: personal identity; employment, erstand that this authorization of pertinent to my eligibility for and				
GROUPS OR INDIVIDUALS THAT IT The groups or individuals that mallimited to:	_	re information include, but are not				
Past and Present Employers Previous Landlords (including Public Housing Agencies) Support and Alimony Providers Colleges, Universities, and Higher Ed Utility Company	State Unemployment Agencies Social Security Administration Medical and Child Care Provide ducational Institutions	Retirement Systems Banks and Other Financial				
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 ye e a right to review this file and co	ar and one month from the date				
SIGNATURES						
Applicant/Resident	(Print Name)					
Co-Applicant/Resident	(Print Name)					
Adult Member	(Print Name)	/				
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_____