	**Office Use Only**	Received Date:	
Studio		Time:	am/pm
1 Bedroom		Initials:	
2 Bedroom		Prospect #:	
Add on to existing household		Unit #:	

Applicant's Name:	Return to:	Bluebunch Flats
Mailing Address:		504 S 13th Street
		Livingston, MT 59047
Home Phone:	Phone #:	(406) 252-3773 / TTY 711
Cell Phone:	Fax #:	(406) 252-9512
Message Phone:	Email Address:	bluebunch@tamarackpm.com
Email Address:	Website:	www.bluebunch.tamarackpm.com

#### Instructions:

- It is important that all information on the Rental Application be legible, complete and correct. False, incomplete, or misleading information will cause us to reject your application. Do not leave any sections blank.
- The following will be needed for all <u>adult</u> households members: copies of state issued picture identification; proof of age (birth certificate or another acceptable document; *elderly properties only*)
- It is your responsibility to notify us when any of the information contained in this application changes (i.e. contact information, family size, income amounts, etc.). Failure to do so may result in the rejection of your Rental Application.
- It is your responsibility to contact us within 48 hours after we call you about an apartment, or we will move to the next applicant on the Waiting List.

This property does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally assisted programs and activities. You may contact our 504 Coordinator, Dustin Tucker, at 2929 3rd Avenue North, Suite 538; Billings, MT 59101; dtucker@tamarackpm.com; (406) 252-3773 / TTY 711 for assistance. Language interpreters and/or translated documents are available upon request. Intérpretes de la lengua y documentos traducidos están disponibles a petición. Alternate formats are available upon request.

#### **Household Information**

List all individuals that are applying to live in this apartment. Include live-in aides / attendants. (1) Response Optional

	Aliases Date Maiden / other of legal names Birth					Gender <sup>1</sup>	Is the Individual:		
Name First, Middle Initial, Last		Age	Social Security Number	Relationship to Head of Household	M/F/P P=Prefer not to disclose	A Student (Y/N)	Military Veteran (Y/N)	Disabled (Y/N)¹	
					Self				







#### Select the apartment size(s) you wish to apply for: Apartment Size\* (Indicate 1 for 1st Choice, 2 for 2nd, 3 for 3rd) Studio (1-2 person household) 1 Bedroom (1-3 person household) 2 Bedroom (2-5 person household) \*Note: If you do not pick your order of apartment size preference, we will pick for you Tell us when you want to move into the property (i.e., ASAP, specific date, etc.): How did you hear about the property? Residence Information: We will verify the most recent 36 consecutive months of addresses / rental history for the head of household, co-head, spouse and all other adult household members. Please make sure each member accounts for this entire period of time. If we are unable to verify the information you have given us through third parties, we may ask you to provide evidence of what you are disclosing (see the Resident Selection Plan for details). You may obtain additional Residence Information Forms from the office if your household had more than five residences in the last 36 months. If any adult member did not live with you during the last 36 months, he or she may write their name under "Previous Residence" and provide the information below. If there is not enough room to provide information on all adult members for 36 months, please request an additional Residence Information Form. **Current Residence** Street Address City State Zip Date In Reason for Leaving Landlord /Verifier Name Landlord/Verifier Phone ☐ Rent ☐ Own ☐ Other (specify): Monthly Payment: \$ Do all applicant household members reside here? Yes No If no, who does not? **Previous Residence** Street Address City Zip State Date In Date Out Reason for Leaving Landlord /Verifier Name Landlord/Verifier Phone ( ☐ Rent ☐ Own ☐ Other (specify): Monthly Payment: \$ Did all applicant household members reside here? ☐ Yes ☐ No If no, who did not? City **Previous Residence** Street Address Zip State Landlord/Verifier Phone Date In Date Out Reason for Leaving Landlord /Verifier Name ☐ Rent ☐ Own ☐ Other (specify): Monthly Payment: \$ Did all applicant household members reside here? ☐ Yes ☐ No If no, who did not? **Previous Residence** Street Address City State Zip Date Out Landlord /Verifier Name Landlord/Verifier Phone Date In Reason for Leaving Monthly Payment: \$ ☐ Rent ☐ Own ☐ Other (specify): Did all applicant household members reside here? Yes No If no, who did not? **Previous Residence** Street Address State Zip Landlord/Verifier Phone Date In Date Out Reason for Leaving Landlord /Verifier Name ☐ Rent ☐ Own ☐ Other (specify): Monthly Payment: \$ Did all applicant household members reside here? ☐ Yes ☐ No If no, who did not?







# Household Questions

Yes	No	
		If approved for move-in, will this be your household's only residence?
		If no, explain:
		Are there any absent household members that would normally live with you (for example, active duty military or living in a nursing home), or household members that will live with you less than full-time?
		If yes, explain:
		Do you expect any changes to your household composition in the next twelve (12) months?
		If yes, explain:
		Is there anyone living with you now who will not be living with you at this community?
		Name of Member Leaving: Reason:
		If you have minor children, do you have full legal custody?
		If no, what percentage of the time are they with you? % of the time

# **Resident History**

Yes	No	
		Have you or any member of your household had your assistance or tenancy in a subsidized housing program terminated for a program violation or cause in the last three years?
		If yes, please explain:
		Has any member of your household been evicted from housing for drug-related or other criminal activity in the last three years?
		If yes, please explain, and indicate if the issue was caused by a household member not moving in with you:
		Do you or any member of your household owe money to an apartment community, previous landlord or utility company?
		If yes, please explain:
		Are you currently making payments to the satisfaction of the party to whom you owe money?
		Have you or any member of your household ever lived on this property before?
		If yes, name of household member(s):
		Have you or any member of your household rented from a property managed by Tamarack Property Management Co. or Northwest Real Estate Capital Corp before?
		If yes, name of household member(s) and property name(s):







### **Rental Assistance**

Yes	No	
		Are you applying for Section 8 rental assistance at this property? If you mark "no" we will assume you want to be considered only for apartments with no Section 8 assistance.
		Will your household be receiving other rental assistance from a federal, state, or local government?
		If yes, name of program/agency:
		Are you currently receiving rental assistance from the property where you are living?
		Do you have a voucher (i.e., rental assistance through a Housing Authority or similar agency) that you would like to use at this property?
		If yes, name of Housing Authority / Agency:

### **Income and Asset Information**

Please disclose all gross income & benefits (amount before deductions) received by members of your household on a recurring basis:

### Income sources to consider:

• Employment wages & tips, SSA benefits, rental income, pensions, unemployment, recurring gifts, etc.

Household Member	Income or Benefit Source Name	Amount Received (before deductions)		Frequency (hourly, weekly, bi-weekly, semi- monthly, monthly, etc.)	Total Monthly Income
		\$	Per		\$
		\$	Per		\$
		\$	Per		\$
		\$	Per	_	\$
		\$ ·	Per	_	\$
		\$ ·	Per		\$

### Asset types to consider:

• Checking/savings accounts, cash, CDs, money market accounts, stocks, bonds, retirement accounts, real estate, etc.

• Please disclose all assets owned in full or in part by members of your household.

Household Member	Type of Asset	Bank Name/Asset Location	Current Value
			\$
			\$
			\$
			\$
			\$
			\$
			\$

# **Property Policies**

Yes	No	
		Have you had bed bugs in your current dwelling in the last six (6) months?  (We ask this question to be prepared to work with you to eliminate this problem, not to disqualify your application.)
		Do you understand that this property has a no pet policy?
		Do you understand that this property has a no smoking policy?







### Reasonable Accommodations/Modifications

Yes	No	
		Do you or any household member need the features of an apartment home adapted for wheelchair use or sensory impairments?
		If yes, select type:  Mobility Accessible  Vision Accessible  Hearing Accessible
		Do you or any household member have special housing needs or need a reasonable accommodation or modification to live here? Examples might be a live-in aide, assistance animal or grab bar. If yes, complete the following:
		Member Name:  Describe What Is Needed:

## **Criminal History**

		· · · · · · · · ·							
Yes	No								
		Is any member of your household subject to State lifetime sex offender registration in any state?							
		Is any member of your hous	ehold subject to se	ex or violent offender registration of any	kind?				
		Has any member of your ho	usehold been con	victed of the production or manufacture	of methamphetamine	s?			
		Is any member of your hou federal laws) or illegal drug	•	using, selling, or distributing, or in poss acing drug related charges?	session of, an illegal	drug (under state or			
		Other than minor traffic violations, are there any criminal convictions* (misdemeanor or felony) or pending charges* not already disclosed for any household member?  If yes, provide a complete list:							
Name	):		Year:	Crime:	City:	State:			
Name	<b>)</b> :		Year:	Crime:	City:	State:			
Name	<b>)</b> :		Year: Crime: (		City:	State:			
Name:		Year: Crime: Cit		City:	State:				
Name:		Year:	Crime: City:		State:				
Name:		lame: Year: Crime:		Crime:	City:	State:			

\*NOTE: Marking 'yes' does not necessarily mean that you or your household will be disqualified. However, please be prepared to provide documentation regarding any listed convictions to assist in processing your application expediently.

A criminal background checks will be processed during the application stage to determine if any member of your household, including live-in aides/attendants, is subject to a lifetime registration requirement under any State sex offender registration program, or is otherwise ineligible under our Resident Selection Plan. Criminal background checks must be performed in this state and in all states where all household members have resided. Please provide a complete list of all states in which each household member (including minors) has resided.

Household Member Name (Include Middle Initial)	States where member has lived

Household Member Name (Include Middle Initial)	States where member has lived







### Statements by all Household Members

Applicant represents all of the above statements are true and correct. Applicant authorizes verification of the above information including but not limited to references, criminal history, credit records, civil court records and income & asset information through third party sources; releases from liability all persons and entities requesting or supplying information; and acknowledges this information may be released to appropriate Federal, state or local agencies. Applicant acknowledges that false, incomplete or misleading information constitutes grounds for rejection of this application; and discovery of false, incomplete or misleading information discovered after occupancy may result in termination of the right of occupancy of all occupants. Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to willfully falsify a material fact or make false statement in any matter within the jurisdiction of a federal agency.

I have reviewed the Resident Selection Plan, which summarizes the procedures for processing applications, and understand it is available to me upon request. I understand that I must notify management in writing if there are any changes in household address, telephone numbers, income and household composition and that I must respond to Waiting List update requests to remain on the Waiting List.

Signature – Household Member

Date

Signature – Household Member

Date

Attachment(s):

Household Demographics

Supplement to Application for Federally Assisted Housing







		HOUSEH	IOL	D D	EMC	OG	RA	PHI	CS									
	roperty Name:												Ur	nit #	:			
Head	of Household:																	
HOUSE	OLD COMPOSITION																	
							RELATIONSHIP TO HEAD-OF-HOUSEHOLD											
Mbr#	FIRST NAME	LAST N	AME		MI	Не	ead	Spous	e	Adult Co- Head	Chi	ild	Fos Chi Ad	ild/	Live-		Othe	er
1	-						$\overline{\Box}$						Ĺ					
2																		
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7																		
					(	heck	ALI	that ap	nly fo	or each	house	ehol	d me	mbe	r			
(A) RACI	AL CATEGORIES*		Mer	OH nber	Mem #2	ber		ember #3		ember #4		emb #5		Me	mber #6	N	/lemb #7	er
White			Ï	j	Ĺ									Ė				
Black or Af	rican American																	
American I	ndian or Alaska Native																	
Asian																		
Native Hav	vaiian or Other Pacific Islan	nder																
Choose No	ot to Disclose																	
							Chec	k one fo	r ead	ch house	-hold	me	mher					
(B) ETHN	NIC CATEGORIES*		Mer	OH nber	Mem #2	ber		ember #3		ember #4		emb #5		Me	mber #6	N	/lemb #7	er
Hispanic o	r Latino		Τ	<del>'</del>		<u>-</u> ]		<del>#3</del>		<del>""</del>		$\frac{\pi \sigma}{\Box}$		Ī	<del>,</del> 0		$\overline{\Box}$	
	nic or Latino		Ť	1		1		Ħ		Ħ		$\overline{\sqcap}$		Ī	<del>-</del>		ቨ	
Choose No	ot to Disclose													[				
			·	OH	1		1									<u> </u>		
` '	BILITY STATUS*		Mer	nber 1	Mem #2		М	ember #3	М	ember #4	Me	emb #5	er		mber #6	N	1emb #7	er
	usehold members disabled ng Act? If "yes" check box																	
	ck box in this row.																	
Choose No	ot to Disclose																	
relationship, a	*Please refer Accommodation: If a third part and phone number to the botto		_		ompleti	on of	this		nt, a	dd their			and	date		ed n	ame,	
Adult Memb	er #3 Signature	Date			A	dult l	Men	nber #4	Sigr	nature			Ī	Date				







#### SUPPLEMENT TO APPLICATION FOR HOUSING

This form is to be provided to each RD, Tax Credit or Conventional applicant household

**Instructions: Optional Contact Person or Organization**: We would like to provide you with the opportunity to include as part of your application for housing, the name, address, telephone number, and other relevant information of a family member, friend, or social, health, advocacy, or other organization. This contact information is for the purpose of identifying a person or organization that may be able to help in resolving any issues that may arise during your tenancy or to assist in providing any special care or services you may require. **You may update, remove, or change the information you provide on this form at any time.** You are not required to provide this contact information, but if you choose to do so, please include the relevant information on this form. Please complete a separate form for each contact you wish to disclose.

Applicant Name:	
Mailing Address:	
Telephone No:	Cell Phone No:
Name of Additional Contact Person or Organization:	
Address:	
Telephone No:	Cell Phone No:
E-Mail Address (if applicable):	
Relationship to Applicant:	
Reason for Contact: (Check all that apply)  Emergency Unable to contact you Termination of rental assistance (RD only) Eviction from unit Late payment of rent	Assistance with Recertification Process (RD / Tax Credit only)  Change in lease terms  Change in house rules  Pet issue (household cannot be contacted)  Other:
	approved for housing, this information will be kept as part of your resident file. If r special care, we may contact the person or organization you listed to assist in to you.
<b>Confidentiality Statement:</b> The information provided on this for applicant or applicable law.	orm is confidential and will not be disclosed to anyone except as permitted by the
Check this box if you choose not to provide the conta	nct information.
Signature of Applicant	Date

The objective of providing this information is to facilitate contact by the housing provider with the person or organization identified by the resident to assist in providing any delivery of services or special care to the resident and assist with resolving any tenancy issues arising during the tenancy of such resident. This supplemental application information is to be maintained by the housing provider and maintained as confidential information. Providing the information is voluntary.







Prospect Number:	
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	LANDL	ORD REFERENCE	
Mailing address:		504 S 13th Stree	t
City, State, Zip Phone Number: Fax Number: Email Address:		(406) 252-3773 (406) 252-9512 bluebunch@tama	arackpm.com
	sted information. Ple	they require a reference from form ease provide the following inform you for your cooperation!	
Applicant's name (print)		Leaseholder's N	ame (if different from Applicant)
Applicant/Renter's Street Address			
Applicant's Signature / Consent		Date	
		TURN THIS FORM TO THE PROP	
_		nformation. This information will not Move-In: Da	
Monthly Rent: \$	Which ι	utilities were included in the rent	? ☐ Water/Sewer ☐ Gas ☐ Electricity ☐ All
Was the rent paid on to Did this family receive Did this household have Did this household have Please exclude Pay of	ime? If no, how man regular monthly rent we a history of disrup we poor housekeepin or Quit Notices from		Pay or Quit notices ner, etc.)?
Did this household rec	eive 2 or more lease household's lease fo	e violations for the same violation in or cause? If yes, please explain un	the last 12 months of occupancy?
Does this household c	urrently owe you mo	ney? If so, how much? \$ _ ayments to your satisfaction?	
Other Comments (continue on back	k if needed):		
			Telephone verification by site staf
Landlord signature	Date	Phone Number	Initials / Date







Prospect Number:	
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HOUSING RE	FERENCE	
Contact Name: Mailing address:  City, State, Zip Phone Number: Fax Number: Email Address:  I have applied for housing with the above property and they red		
authorize the release of the requested information. Please pro and/or fax to the number shown right away. Thank you for the Applicant's Name (print)		above address
Applicant's Signature / Consent	Date	
Period of time requiring verification:	From: To:	
APPLICANT – STOP HERE & RETURN T	HIS FORM TO THE PROPERTY MANA	AGER
Instructions: The Applicant has indicated they do not have la above, or their prior landlord has not responded to our request to verify where they were staying during this undocumented pe best of your knowledge.  Your Name:	for verification. The Applicant has indic riod time. Please complete the following	ated that you are able
Yes No Did the Applicant have a history of disrupti Yes No Did the Applicant have a history of poor ho Yes No Would you recommend the Applicant as a result.	ve behavior? usekeeping habits?	
Which type of housing situation are you verifying? (You ma		<b>T</b> = ( th ( )
Applicant was homeless with no known accommodations Applicant was homeless and was staying in a shelter Applicant stayed in my home Applicant stayed with friends or family (not me) Applicant was hospitalized or in a care facility Applicant was away at school Applicant was away on military assignment Applicant was incarcerated Applicant reported the following address to me:	From (month/year)	To (month/year)
	∐ l'elepnone v	verification by site staff:
Verifier Signature Date	Phone Number In	itials / Date





