



Dear Applicant(s):

Thank you for your interest in Waterfront Village Apartments. Our community is a 3-story low rise building consisting of 69 affordable one-bedroom apartments ranging from 630-874 square feet nestled just off Burlington Road for privacy & serenity and just minutes away from Crystal Lake Park.

The rents are affordable fixed rents and include heat, water, sewer, landscaping, snow removal and trash removal as well as such amenities including but not limited to; Elevator, fitness room, community room, patios and/or balconies, on-site parking, laundry facilities on every floor, trash chutes/rooms for your convenience, security cameras, on-site management, and social services. Each resident is responsible for the electric.

To qualify for an apartment, all applicants must be 55 years of age or older at the time of application. In addition, your annual gross income must not exceed maximum income limits as per the HUD guidelines for Burlington County.

Applications will be processed on a first-come, first served basis and are subject to income qualifications & verifications as well as credit and criminal screenings.

****If you would like to be placed on the waiting list, please complete the attached application in full and return it back to the Leasing Office via hand delivery, mail, email or fax.**

Please include the following when you return your application:

1. **All Paperwork:** Please make sure you answer every question on both pages & do not use white out (if you make an error, please cross it out and initial).
2. **Application:** Income noted should be your gross (before deductions).
3. **Additional Information:** If you are a Veteran, homeless, or a voucher holder, please note this on the application.
4. **The landlord verification Form:** Please print your landlord's name, address, & phone # by the X's near the top left AND your signature and date in the bottom right corner. (DO NOT complete. Just sign/date)
5. **Release and Consent Form:** Please sign and date.
6. **Copy of your Photo ID**

****EVERY ANSWER AND FORM NEEDS TO BE COMPLETED OR THE APPLICATION WILL BE CONSIDERED INCOMPLETE AND RETURNED. IT WILL NOT BE PUT ON THE WAITLIST IF NOT COMPLETELY FILLED OUT AS PER DIRECTIONS.**

Mailing and physical address:

Waterfront Village 100
Maud Booth Court
Bordentown, NJ 08505

Please call/email with any questions to:

Phone: 609-456-0566 Fax: 855-804-4323

Email: waterfrontvillage@tmo.com

Waterfront Village uses the services of 711 relay for the hearing & vision impaired.





Waterfront Village

INDEPENDENT LIVING FOR 55+

100 Maud Booth Court, Bordentown NJ 085051

P: 609-456-0566 F: 855-804-4323

email: waterfrontvillage@tmo.com

*Waterfront Village uses the services of 711Relay
for the hearing and vision impaired.*



Waterfront Village apartments are open in Bordentown!

These brand new, independent living apartments for adults aged 55 and older are fully-equipped with beautiful kitchens, central air, parking, and beautiful interiors. The building includes a full-service elevator, plus modern community spaces.

1-Bedroom affordable apartments (630-804 sq. feet)

Maximum Annual Income Allowable:

20%-AMI

5 Units

(Preference for Homeless Vets)

1 Person - \$14,760

2 Persons - \$16,880

50%-AMI

23 Units

1 Person - \$36,900

2 Persons - \$42,200

30%-AMI

2 Units

1 Person - \$22,140

2 Person - \$25,320

60%-AMI

39 Units

1 Person - \$44,280

2 Persons - \$50,640

Applications are processed on a first-come, first-served basis, and will be subject to income qualification and verification, as well as credit and criminal screenings.



Michael's
COMMUNITIES THAT lift LIVES



Volunteers of America
DELAWARE VALLEY

LOCATION

The property is located at 100 Maud Booth Court, Bordentown, N.J. 08505-9998
located off of Burlington Rd., Bordentown, N.J, 08505

AMENITIES IN EACH APARTMENT

- Vinyl Plank Flooring
- Stove
- Refrigerator
- Dishwasher
- Central Air
- The building is wired for both Comcast OR Verizon

APPLICATIONS

- Applications can be dropped off in locked box in vestibule or mailed to Waterfront Village offices at **100 Maud Booth Court, Bordentown, NJ 08505-9998**.
- Once an application is submitted, it will be date & time stamped and placed on the waiting list in the order it is received.

APPLICATION PROCESS

1. Applications will be processed in the order they are received, on a first come-first served time and date stamp basis in order to determine final qualification for apartments in the building.
2. When we reach your name on the waiting list, you will receive a letter or a call with a list of the documents required to verify income eligibility and suggested next steps in the process (including proposed interview date).
3. Qualified applicants, aged 55 or over will then be scheduled for interviews where they will need to produce proof of eligibility.
4. Upon successful qualification for residency in the building, and according to availability, applicants will be offered a lease reservation, will be asked to submit a deposit, and a move in date will be scheduled.
5. For income requirements, we just need to see records stating that you have the minimum.

COMMON SPACES

- First Floor Community Room with kitchen for use by residents.
- Fitness Center
- Outdoor Seating and Patio with Tables

ELEVATOR

- One elevator

BATHROOMS

- There is One (1) Bathroom in every apartment



LAUNDRY

- Laundry is available on each floor.

FLOORPLANS

- Several styles of floor plans

MAIL

- Mailboxes will be indoors, located in a common area

NUMBER OF APARTMENTS IN BUILDING

69 - 1 bedroom

OCCUPANCY

- Two people per apartment (Max)

OWNERSHIP & MANAGEMENT

- Owner of the building is the Volunteers of America (a 501c3/non-profit)
- Property Management for the Waterfront Village shall be performed by Michaels Management Affordable, a New Jersey Licensed Real Estate Broker (www.TMO.com)

PARKING

- Onsite parking is available

PETS

- Waterfront Village is a no pet building.

SECURITY DEPOSIT

- One Month's rent will be required as a security deposit.

SMOKING

- This is a smoke-free building/property with the exception of a smoking area outside.

TRASH

- Residents will take their trash and recycling to a common indoor trash chutes on each floor.

UTILITIES

- Tenant pays for electricity only.
- Heat, Water usage, sewer, and trash removal will be included in the rent.

EMERGENCIES/ MAINTENANCE

- 24-hour on-call service for emergencies
- Maintenance & Cleaning of common areas will be routinely performed



PLEASE KEEP ALL
PAPERWORK
IN FRONT OF THIS PAPER

AND

COMPLETE AND RETURN
ALL PAPERWORK
BEHIND THIS SHEET

Waiting List Pre-Application for

Waterfront Village _____ (property name)

Mgmt. Place Date/Time Stamp here, required

Address: 100 Maud Booth Court Bordentown, NJ 08505

Phone: 609-456-0566 TDD 711 FAX: 855-804-4323 Email: waterfrontvillage@tmo.com



PLEASE NOTE: You are signing up for a waiting list. This pre-application may be used to run credit and criminal background checks for all adults 18 years of age and older and sex offender searches on all household members, regardless of age. Program eligibility will be determined at the time of the screening interview, which will occur when your name comes to the top of the waiting list.

A full application must be completed at the screening interview.

Name: _____ Phone #: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____ Alternate Phone #: _____

Emergency Contact: _____ Phone #: _____

How would you like to be contacted? _____

List Full Name, Social Security Number, Age, and Date of Birth of All Household Members: INCLUDING HEAD OF HOUSEHOLD (HOH).

| Name | Relationship to HOH | Social Security Number | Age | Date of Birth | Full Time Student? |
|------|---------------------|------------------------|-----|---------------|--------------------|
| HOH | SELF | | | | [] YES [] NO |
| 2 | | | | | [] YES [] NO |
| 3 | | | | | [] YES [] NO |
| 4 | | | | | [] YES [] NO |
| 5 | | | | | [] YES [] NO |
| 6 | | | | | [] YES [] NO |
| 7 | | | | | [] YES [] NO |
| 8 | | | | | [] YES [] NO |

Are you or any household member subject to lifetime sex offender registration requirements in any State? [] YES [] NO

Or subject to any other Sex Offender registration requirements, other than lifetime, in any state? [] YES [] NO

List **all** states where you and all household members have resided: _____

Will you or any household member benefit from an accessible unit? (mobility, vision, hearing) [] YES [] NO

If YES, please explain: _____

How did you hear about this property? _____

MONTHLY INCOME-FILL IN AMOUNTS FOR ALL HOUSEHOLD MEMBERS

Employment \$ _____ Social Security \$ _____ SSI \$ _____ Child Support \$ _____ Alimony \$ _____

Public Assistance \$ _____ Pension \$ _____ Disability \$ _____ Unemployment \$ _____

Regular Cash Contributions \$ _____ Self Employment \$ _____ Other \$ _____

ASSETS-CHECK ALL THAT APPLY FOR ALL HOUSEHOLD MEMBERS

Checking/Savings Account Direct Express Debit/Benefit Card Life Insurance

CD, Money Market, Mutual Funds, IRA, Pension, Stocks/Bonds Other

Have you or any household member disposed of (given away) any asset(s) for LESS than Fair Market Value in the past 2 years? YES NO

FOR STATISTICAL PURPOSES/NO PENALTY FOR NO ANSWER

Ethnicity of Head of Household: Hispanic or Latino Not Hispanic or Latino Choose not to answer

Race of Head of Household: American Indian/Alaska Native Asian Black or African American
 Native Hawaiian or Other Pacific Islander White Other Choose not to answer

Disability Status of Head of Household: Disabled Not Disabled Choose not to answer

Signature Clause: I/ we represent and acknowledge that the landlord considers all information to be material in nature and understand that if selected for occupancy any false statements and/or information provided will be deemed material non-compliance with my lease and grounds for eviction. I/we understand that the above information is being collected to determine my/our eligibility. I/we certify that the statements made in this pre-application are true and complete to the best of my/our knowledge and belief. I/we understand that false statements or information are punishable under Federal law. I/ we authorize Michaels Management-Affordable, LLC, as the agent for the owner of this property, to complete the following as part of the screening process in accordance with the Resident Selection Plan: Credit Checks and Criminal Background Checks, including Sex Offender Searches.

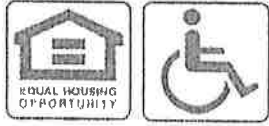
All household member 18 and over must sign below:

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____



Disclosure Statement

New Jersey's Fair Chance in Housing Act, N.J.S.A. 46:8-52 to 64 (FCHA), limits a housing provider's ability to consider a person's criminal history in deciding whether to extend an offer or whether to rent a home after extending an offer.

Before making a conditional offer of housing, Waterfront Village may consider only whether an applicant has a conviction for the manufacture or production of methamphetamine on the premises of federally assisted housing, or whether an applicant has a lifetime registration requirement under a state sex offender registration program. Waterfront Village will not consider, or request from an applicant or any other person or entity, any other information about an applicant's criminal history as part of the application process until and unless a conditional offer of housing has been made.

After extending a conditional offer of housing, Waterfront Village intends to review and consider an applicant's criminal record in determining whether to rent a home, in accordance with the FCHA and its accompanying rules.

Waterfront Village will not, either before or after the issuance of a conditional offer, evaluate or consider any of the following criminal records:

- (1) arrests or charges that have not resulted in a criminal conviction;
- (2) expunged convictions;
- (3) convictions erased through executive pardon;
- (4) vacated and otherwise legally nullified convictions;
- (5) juvenile adjudications of delinquency; and
- (6) records that have been sealed.

Waterfront Village may consider, after the issuance of a conditional offer, a criminal record that:

- Resulted in a conviction for murder, aggravated sexual assault, kidnapping, arson, human trafficking, sexual assault, endangering the welfare of a child in violation of N.J.S.2C:24- 4(b)(3);
- Resulted in a conviction for any crime that requires lifetime state sex offender registration;
- Is for any 1st degree indictable offense, or release from prison for that offense, within the past 6 years;
- Is for any 2nd or 3rd degree indictable offense, or release from prison for that offense, within the past 4 years; or
- Is for any 4th degree indictable offense, or release from prison for that offense, within the past 1 year.

For more information about how these rules apply, please refer to the resources at <https://www.njoag.gov/about/divisions-and-offices/division-on-civil-rights-home/fcha/>.

Waterfront Village may withdraw a conditional offer based on your criminal record only if Waterfront Village determines, by a preponderance of the evidence, that the withdrawal is necessary to fulfill a substantial, legitimate, and nondiscriminatory interest.

If Waterfront Village utilizes any vendor or outside person/entity to conduct a criminal record check on their behalf, Waterfront Village will take reasonable steps to ensure that the vendor or outside person/entity conducts the criminal record check consistent with the requirements of the FCHA and rules. Specifically, if Waterfront Village receives a criminal history inquiry conducted by a vendor or outside person or entity that is conducted in violation of the FCHA in that it reveals a record that is not permitted to be considered under the FCHA Waterfront Village must show that it did not rely on that information in making a determination about your tenancy.

If you are subjected to the withdrawal of a conditional offer of housing due to criminal history, you have the right to request and receive the materials relied upon by Waterfront Village in making this determination.

You have the right to dispute, within ten (10) days of receiving this statement, the relevance and accuracy of any criminal record, and to offer evidence of any mitigating facts or circumstances, including but not limited to your rehabilitation and good conduct since the criminal offense. You may also provide evidence demonstrating inaccuracies within aspects of your criminal record which may be considered under the FCHA, or evidence of rehabilitation or other mitigating factors to Waterfront Village at any time, including after the ten days.

Any action taken by Waterfront Village in violation of the process laid out in this statement may constitute a violation of the FCHA. **If you believe that any owner, agent, employee, or designee of Waterfront Village has violated any of the**

above requirements, you may contact the New Jersey Division on Civil Rights at www.NJCivilRights.gov 1-866-405-3050). A complaint must be filed with DCR within 180 days of the allegedly discriminatory conduct. You cannot be subjected to retaliation for filing a complaint or for attempting to exercise your rights under the FCHA.

DCR has several fair housing fact sheets available at <https://www.nj.gov/oag/dcr/housing.html>, or available for pickup in any of DCR's four (4) regional offices.

31 Clinton Street, 3rd Floor
Newark, NJ 07102

1601 Atlantic Avenue, 6th Fl.
Atlantic City, NJ 08401

5 Executive Campus
Suite 107, Bldg. 5
Cherry Hill, NJ 08002

140 East Front Street, 6th Floor
Trenton, NJ 08625

Community Manager Signature

Date

X _____
Prospective Applicant Signature

X _____
Date



I / We, _____ the undersigned hereby authorize all persons or companies in the categories listed below to release without liability, information regarding employment, income, and/or assets to Waterfront Village, (Owner or Agent) for purposes of verifying information on my / our apartment rental application.

INFORMATION COVERED

I / We understand that previous or current information regarding me / us may be needed. Verifications and inquiries that may be requested include, but are not limited to: personal identity; employment, income, and assets; medical or child care allowances. I / We understand that this authorization cannot be used to obtain any information about me / us that is not pertinent to my eligibility for and continued participation as a Qualified Tenant.

GROUPS OR INDIVIDUALS THAT MAY BE ASKED

The groups or individuals that may be asked to release the above information include, but are not limited to:

- | | | |
|--|----------------------------------|-------------------------|
| Past and Present Employers | Welfare Agencies | Veterans Administration |
| Previous Landlords (including Public Housing Agencies) | State Unemployment Agencies | Retirement Systems |
| Support and Alimony Providers | Social Security Administration | Banks and other |
| | Medical and Child Care Providers | Financial Institutions |

CONDITIONS

I / We agree that a photocopy of this authorization may be used for the purposes stated above. The original of this authorization is on file and will stay in effect for twelve months from the date signed. I / We understand I / We have a right to review this file and correct any information that is incorrect.

SIGNATURES

| | | |
|--|--------------------------------|------------------------|
| <u>X</u> _____ Adult Household Member | <u>X</u> _____ (Print Name) | <u>X</u> _____ Date |
| _____ | _____ | _____ |
| Adult Household 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 OR 4506T, A REQUEST FOR COPY OF TAX FORM MUST BE PREPARED AND SIGNED SEPARATELY.

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. This institution is an equal opportunity provider.

Michael's Management-Affordable, LLC 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. The person named below has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504. Aaron Richards, VP, 504 Coordinator, P.O. Box 90708, Camden, NJ 08101, 856-596-0500, FAX 856-596-6093, TDD 711



LANDLORD VERIFICATION IR-016TC 2/2016



PROPERTY INFORMATION

| | | | |
|--|---|---|--|
| Requestor Name | Christine Boyle, Property Manager | Date | |
| Property Name | Waterfront Village | Applicant Name | |
| Phone Fax | 609-456-0566/855-804-4323 | Co-applicant Name | |
| E-mail | waterfrontvillage@tmo.com | Social Security Number | |
| Property Address City, State ZIP Code | 100 Maud Booth Ct. Bordentown, NJ 08505 | Applicant Address City, State ZIP Code | |

LANDLORD VERIFICATION

| | | | |
|--|---|---|--|
| Name | X | Relationship (if any) | |
| Phone | X | Phone | |
| Fax | X | E-mail | |
| Landlord Address City, State ZIP Code | X | Rental Property Address City, State ZIP Code | |

| | | | | | |
|--|--------|--|-------------------------|---|--|
| Length of time at address? | | Rent amount | \$ | How many bedrooms? | |
| Date of Move in | _/_/ | Date of Move out | _/_/ | What was the overall condition of the rental upon move out? | |
| Does/did the tenant take care of the unit? | Yes No | Was rent late? | Yes No | How often was rent late? | |
| Have you ever filed for an eviction? | Yes No | Current balance due? | \$ | If payment arrangements have been made, are they making payments? | |
| Is/Was there any evidence of an infestation? | Yes No | Bed Bugs Yes No Roaches Yes No Rodents Yes No | If Yes, please explain: | | Does this tenant receive rental assistance? Amount? |
| Did the tenant or anyone under his/her control interfere with the safety, security and right to peaceful enjoyment of other tenants? | | | Yes No | If Yes, please explain: | |
| Is/was this tenant a good tenant? | Yes No | If No, please explain: | | | |
| Did the tenant allow any unauthorized occupants? | Yes No | Did the tenant provide you with a 30 day notice to vacate? | Yes No | Did the tenant have pets? | Yes No |
| Would you rent to this tenant again? | Yes No | If No, please explain: | | | |
| Did/will the deposit be refunded? | Yes No | Were there any charges due to damage? | Please explain: | | |
| Additional Comments: | | | | | |

AGREEMENT

The referenced individual has applied for residency at the property listed above. We are required to obtain a landlord verification for all applicants of projects receiving a Low Income Housing Tax Credit allocation. We ask your cooperation in supplying this required information that will only be used to determine eligibility of the person named above. Your prompt response is crucial and greatly appreciated. The applicant hereby authorizes the release of said information. Forms should be completed by the landlord, owner or other authorized representative of your firm/company/organization.

SIGNATURES

| | | | |
|--------------------|--|---------------------|---|
| Landlord Signature | | Applicant Signature | X |
| Name and Title | | Printed Name | X |
| Address/Phone/Fax | | | |
| Date | | Date | X |