

BELOW MARKET RATE WAITING LIST

Housing and Economic Development
 701 Laurel St., Menlo Park, CA 94025
 tel 650-330-6648



Applicant name:					
Today's date:			Year initial application was submitted:		
Citizenship status: <input type="checkbox"/> U.S. citizen <input type="checkbox"/> Resident alien <input type="checkbox"/> Other _____					
Address:					
City:		State:		Zip:	
Mailing address (if different from above):					
City:		State:		Zip:	
Home phone:			Alt. phone		
Email:					
Please check if you would like to:					
<input type="checkbox"/> Rent a BMR unit only (no application fees apply) <input type="checkbox"/> Purchase a BMR unit only (please include \$15.00 application fee) <input type="checkbox"/> Purchase and/or rent a BMR unit (please include \$15.00 application fee)					
Applicant's household size					
For the purposes of this program, a household is defined as a single person, or two or more persons sharing residency whose income resources are available to meet the household's needs. To be considered a household, persons must currently live together in a home that is their primary residence. To be included as members of the household, children under the age of 18 must reside in the home at least part-time, or the parent/guardian must have at least partial (50%) custody of the child/children. In determining your household size, below, include ONLY persons who currently live with you and will live with you in a BMR unit.					
1. How many adults (including yourself - the applicant), are in your household? Include children 18 years of age and older:					
2. How many children (under 18 years of age) are in your household:					
3. TOTAL (Add line 1 and 2):					
Household composition (please attach a separate sheet for additional household members). List yourself as the applicant and first family member. Use a separate line for each member.					
	Name	Relationship	Birthday	Age	Sex
1		Head of household			
2					
3					
4					
5					

Number of bedrooms desired for which household qualifies:

1-Bedroom 2-Bedrooms 3-Bedrooms 4-Bedrooms

- Only households of 2 or more persons are eligible to purchase 2-bedroom BMR units
- Only households of 3 or more persons are eligible to purchase 3-bedroom BMR units
- Only households of 4 or more persons are eligible to purchase 4-bedroom BMR units

Employment information for all household members

Provide employment information for yourself (the applicant) as well as all other members of your household who currently live with you and will live with you in a BMR unit. If someone works more than one job, please list all the jobs that person works. Work includes any of the following: employment for wages or salary, owning and operating a business, contract employment, and/or commission work. Do not include volunteer or unpaid work.

Applicant or household member's name:	Employer name and address where work is performed:	# of hours worked per week:	Job position or title:

First-time homebuyer status

Do you (the applicant) or any other members of your household (who intend to purchase and reside in a BMR unit with you) currently own the home that you live in as your primary residence? Yes No

Have you or any other member of your household owned a home as your primary residence within the last three (3) years? Yes No

Have you and/or other household members completed a homebuyer education workshop, class, or counseling session within the last twelve (12) months? Yes No

If yes, what is the name of the organization that provided this workshop, class, or counseling session? _____

Income for adult household members

Please identify sources of income for **all** adult (18 years of age and older) household members who currently reside with you and will reside with you in a BMR unit. Include **all** stable sources of household income including employment (wages, salaries, commissions, bonuses, tips), investments (dividends, interest, annuities), and any other sources of income such as retirement funds, child support payments, social security, disability, etc. Do **not** include the incomes of household members who are full-time students or under the age of 18.

In the chart below, please identify ALL adult members of your household who earn income as well as ALL sources of income for each member. Include yourself (the applicant) and all household members who currently live with you and will live with you in a BMR unit.

	Adult household member's name	Source of income: (employment, disability, child/spousal support, pension, etc.)	Gross (pre-tax) amount earned per year:
1			
2			
3			
TOTAL gross annual household income from all sources			

Miscellaneous information	
Is a member of your household confined to a wheelchair:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a member of your household a veteran of the U.S. Armed Services:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you wish to be contacted about opportunities for below market rate/affordable housing in Menlo Park that are not developed through the City's BMR Program:	<input type="checkbox"/> Yes <input type="checkbox"/> No
How did you hear about the City's BMR Program:	
<input type="checkbox"/> Word-of-mouth <input type="checkbox"/> Web/internet research <input type="checkbox"/> Ad or article in newspaper <input type="checkbox"/> San Mateo County or housing organization <input type="checkbox"/> Phone call to city staff	<input type="checkbox"/> City of Menlo Park Activity Guide <input type="checkbox"/> Church or community group <input type="checkbox"/> Community or neighborhood meeting <input type="checkbox"/> City Council or Commission meeting <input type="checkbox"/> Other _____

I certify under penalty of perjury that this information and any attachments are correct.

Signature

Date

Mail your completed form to:

Hello Housing
1242 Market Street, 3rd Floor
San Francisco, CA 94102