## HOUSING APPLICATION FOR NORTH 12TH HOMES

北 12 街家庭住房申請

**Please return application to:**
請把填好的申請表交給：

Email 電子郵件: ryang@chinatown-pcdc.org
Address: 301 N. 9th St., Philadelphia, PA 19107
地址: 北9街301號，費城，PA 19107
Fax 傳真號碼: 215-922-7232
Phone 電話: 215-922-2156
Website 網站: www.chinatown-pcdc.org

### FOR OFFICE USE ONLY 僅作為辦公室使用

<table>
<thead>
<tr>
<th>Date Application Taken 申請接收日期</th>
<th>Time of Application 申請時間</th>
<th>Application Taken By 申請處理人</th>
<th>Application Number 申請編號</th>
</tr>
</thead>
</table>

### Please Tell Us About Yourself 個人情況

<table>
<thead>
<tr>
<th>Applicant 申請人</th>
<th>CO-APPLICANT or CO-SIGNER 共同申請人还是共同簽名人</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name (first, middle, maiden, last) 全名 (名,中間名,婚前姓,姓)</td>
<td></td>
</tr>
<tr>
<td>Social Security Number 社會安全號碼</td>
<td></td>
</tr>
<tr>
<td>Driver’s License Number &amp; State 駕駛證號碼和簽發州</td>
<td></td>
</tr>
<tr>
<td>Date of Birth 出生日期</td>
<td></td>
</tr>
<tr>
<td>Daytime Phone ☐ cell ☐ home ☐ other 日間電話 ☐手提 ☐家庭 ☐其他</td>
<td></td>
</tr>
<tr>
<td>Evening Phone ☐ cell ☐ home ☐ other 夜間電話 ☐手提 ☐家庭 ☐其他</td>
<td></td>
</tr>
<tr>
<td>Work Phone ☐ cell ☐ home ☐ other 工作電話 ☐手提 ☐家庭 ☐其他</td>
<td></td>
</tr>
<tr>
<td>E-mail address 電子郵件地址</td>
<td></td>
</tr>
</tbody>
</table>

### Please Give Us Your Residency History for the Past 3 Years. 請提供最近 3 年間的住房歷史。

<table>
<thead>
<tr>
<th>Current Address 現住址</th>
<th>If different from applicant: 如申請者有其他地址</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address 街道住址</td>
<td></td>
</tr>
<tr>
<td>City, State, Zip Code 市，州，郵區</td>
<td></td>
</tr>
<tr>
<td>Month &amp; Year Moved In 入住年月</td>
<td></td>
</tr>
<tr>
<td>Month &amp; Year Moved Out 搬出年月</td>
<td></td>
</tr>
<tr>
<td>Ownership 所有權 ☐ Own 擁有 ☐ Rent 租賃</td>
<td>☐ Own 擁有 ☐ Rent 租賃</td>
</tr>
<tr>
<td>Reason for Leaving 搬出原因</td>
<td></td>
</tr>
<tr>
<td>Landlord/ Mortgage Company Name 房東/貸款公司名稱</td>
<td></td>
</tr>
<tr>
<td>Landlord/Mortgage Company Phone No. 房東/貸款公司電話號碼</td>
<td></td>
</tr>
<tr>
<td>Landlord/Mortgage Company Street Address 房東/貸款公司街道地址</td>
<td></td>
</tr>
</tbody>
</table>

### Previous Address 舊地址

| Street Address 街道地址 | |
|----------------------| |

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<table>
<thead>
<tr>
<th>City, State, Zip Code</th>
<th>市,州,郵區</th>
</tr>
</thead>
<tbody>
<tr>
<td>Month &amp; Year Moved In</td>
<td>入住年月</td>
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<tr>
<td>Month &amp; Year Moved Out</td>
<td>搬出年月</td>
</tr>
<tr>
<td>Ownership</td>
<td>所有權</td>
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<tr>
<td>❑ Own 擁有</td>
<td>❑ Rent 租賃</td>
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</tr>
<tr>
<td>Month &amp; Year Moved In</td>
<td>入住年月</td>
</tr>
<tr>
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Please Give Us Your Employment Information 請提供你的工作信息

<table>
<thead>
<tr>
<th>Current Employment Status 現工作情況</th>
<th>Applicant 申請人</th>
<th>Co-Applicant/ Co-Signer 共同申請人</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employed full-time 全職</td>
<td></td>
<td>Employed full-time 全職</td>
</tr>
<tr>
<td>Employed part-time 兼職</td>
<td></td>
<td>Employed part-time 兼職</td>
</tr>
<tr>
<td>Retired 退休</td>
<td></td>
<td>Retired 退休</td>
</tr>
<tr>
<td>Unemployed 待業</td>
<td></td>
<td>Unemployed 待業</td>
</tr>
</tbody>
</table>

Employer's Name 雇主名稱

Employer's Address 雇主地址

Dates Employed (start date and end date) 聘用日期 (開始和結束日期)

Employed as (position) 職位

Income 收入

<table>
<thead>
<tr>
<th>$</th>
<th>Weekly</th>
<th>Bi-weekly</th>
<th>Monthly</th>
</tr>
</thead>
</table>

Supervisor 主管姓名

Supervisor's Phone Number 主管電話

Previous Employer 前任雇主

Employer's Name 雇主名稱

Employer's Address 雇主地址

Dates Employed (start date and end date) 聘用日期 (開始和結束日期)

Employed as (position) 職位

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Supervisor 主管姓名

Supervisor's Phone Number 主管電話

Credit & Other Information 信用和其他資料

Car 車輛:
Make and Year 廠商和出廠年份: ___________________________ Tag No. 車牌號碼: ___________________________
Payment made to 分期收款方: ___________________________ ❑ Fully paid off 全額付款

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Have either the applicant or co-applicant/signor:
Filed for bankruptcy? 申請人或共同申請人是否申請過破產?
❑ Yes 是  ❑ No 不是
Been evicted from tenancy? 是否曾經被驅逐並取消租用權?
❑ Yes 是  ❑ No 不是
Willfully or intentionally refused to pay rent when due? 是否故意拖欠房租?
❑ Yes 是  ❑ No 不是

Have you or any other adult member used any Name(s) or Social Security Number(s) other than the one(s) being currently used?
❑ Yes 是  ❑ No 不是
If yes, please explain:
___________________________________________________________________________

Has any proposed household member: Been convicted of any criminal activity? 所登記的家庭成員中：是否曾因犯罪活動被判刑？
❑ Yes 是  ❑ No 不是

Miscellaneous — These questions apply to ALL household members. 其他問題 — 以下問題適用於所有家庭成員。

1. Apartment preference 公寓類型偏好:
   1-bedroom 一室   2-bedrooms 兩室   3-bedrooms 三室
   Building 樓號:   624 N. 12th Street 北 12 街   632 N. 12th Street 北 12 街
   Unit Number 房號: ____________________________

2. Are there any special requests you would like us to consider? 有任何特殊要求嗎？
   ____________________________

3. Are you a veteran? 你是退役軍人嗎？
   ❑ Yes 是  ❑ No 不是
   Are you requesting consideration for any of the following listed below? 你是否正在考慮申請以下情況？
   ❑ Yes 是  ❑ No 不是
   ● Homelessness/ chronic homelessness 無家可歸/長期無家可歸
   ● Disability (mental or physical) 殘疾（心裡/身體）
   ● Serious mental illness, and/or 嚴重心理疾病, 以及/或者
   ● Chronic problems with alcohol, drugs or both, and/or 酗酒、吸毒或兩者其他引起的慢性疾病，以及/或者
   ● HIV+/Acquired Immune Deficiency Syndrome (AIDS) or other related diseases 艾滋病或其他相關疾病
   ● Survivors of domestic violence 家庭暴力受害者
   ● Repeat users of emergency shelters or have been discharged from the Philadelphia prison system 收留所長期使用者或費城監獄釋放人員
   ● Other (please specify) 其他 (請註明)
   ____________________________________________

4. How did you hear about our community? 你是如何知道我們的社區？
   ❑ Newspaper — please specify 月刊 – 請註明 ____________________________
   ❑ Apartment magazine 公寓雜誌   ❑ Internet 網路
   ❑ Friend/family 朋友/家人 ____________________________
   ❑ Billboard/ bus/ sign 廣告/巴士/標誌
   ❑ Drove by 路過
   ❑ CSN, AAS, Philadelphia Department of Behavioral Health CSN, AAS, 費城行為健康部門
   ❑ Other — please specify 其他 – 請註明
   ____________________________________________

5. Do you plan to keep a pet in the apartment? 你打算在房內養寵物嗎？
   (additional fees will be applied 如果你養寵物，需要交納額外費用)
   ❑ Yes 是  ❑ No 不是
   If yes:   Dog 狗   Cat 貓   Other 其他
   Please identify type of pet ____________________________
   如果是的話：  ❑ 狗  ❑ 貓  ❑ 其他 請註明寵物類型 ____________________________
STATEMENTS BY ALL ADULT HOUSEHOLD MEMBERS

1. We certify that all information given in this application and any address thereto is true, complete and accurate. We understand that if any of this information is false, misleading or incomplete, management at its option may cancel the application or, if move-in has occurred, the Rental Agreement without notice.

2. We authorize PCDC to make appropriate and periodic inquiries, either directly or through information exchanged now or later with rental and credit screening services, and to contact previous and current landlords, other sources for credit, verification of employment and other information provided herein.

3. If our application is approved, and move-in occurs, we certify that only those persons listed in this application will occupy the apartment and that there are no other persons for whom we have, or expect to have, responsibility to provide housing.

4. We agree to notify management in writing immediately regarding any changes in household telephone numbers, income and/or household composition.

5. We have read and understand the information in this application and we agree to comply with such information.

6. We understand that this application may be placed on a waiting list. We may request samples of the rental agreement. If this application is approved, and move-in occurs, we certify that we will accept and comply with all conditions of occupancy as set forth therein, including specifically all conditions regarding pets, rent, damages and security deposits.

7. We authorize management to obtain one or more ”consumer reports” as defined in the Fair Credit Reporting Act, 15 U.S.C. Section 1681a(d), seeking information on our credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living.

8. We agree that a photocopy of this authorization shall be valid as the original.

9. This application is accepted subject to the vacating of the apartment by the prior tenant at the time specified.

Applicant(s) hereby represents that all the above statements are true and complete. Applicant(s) authorize verification of the above information, provided, including but not limited to obtaining consumer credit reports and agree to furnish additional information upon request. 申請人僅此確認以上條款均完整屬實。申請人授權管理方查實以上信息的真實性，並同意提供包括而不僅限於消費者信用報告的資料，並同意在管理方的要求下提供額外信息。

<table>
<thead>
<tr>
<th>Applicant's Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-Applicant/Co-Signor Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

FAIR CREDIT REPORTING ACT

This is to inform you that as part of our procedure for processing your application an investigative report may be made where by information is obtained through personal interviews with third parties — such as family members, business associates, financial sources, friends, neighbors or others who are acquainted with you. This inquiry includes information as to your character, general reputation, personal characteristics, mode of living, income, credit background and police records. All information you or others give us will be held in strict confidence.

We do not discriminate on the basis of race, religion, national origin, color, creed, age, sex, handicap or familial status.

Please be advised that any information given to this office that is falsified in any way will automatically result in the denial of your application.

☐ I/we have read and understand the above.
FAIR HOUSING CERTIFICATION 公平住房證明：  
Federal and state laws prohibit acts of housing discrimination including 聯邦和州法律禁止住房歧視：

- refusals to provide housing because of an applicant's race, color, creed, religion, national origin, sex, marital status, disability, age, familial status, sexual orientation or lawful source of income; 任何因為申請人種族、宗教、國籍、膚色、信仰、年齡、性別、殘疾、家庭狀況、性取向以及合法收入而拒絕向申請人提供住房；
- providing housing on an unequal basis 在提供住房時遭遇不平等待遇
- segregating occupants 隔離住戶
- claiming housing is unavailable when, in fact, it is available; 在有空閒住房的情況下聲稱該住房不可申請；
- rejecting a disabled applicant because he/she uses a trained guide dog or any other assistive animal; and 因殘疾申請人的引導犬以及其他輔助動物而拒絕提供住房；和
- refusing to make reasonable accommodations in rules, policies or procedures which would allow occupancy by a person with disabilities. 拒絕向殘疾申請人提供有關政策、法律及規定的住房條件。

If you believe you may have been a victim of housing discrimination, immediately contact one of the following agencies 如果你是住房歧視的受害者，請立即聯繫一下機構：


All adult household members (18 and over) must sign below. 

所有成年家庭成員（18 歲及以上）必須在下方簽名。

I/ we acknowledge that I/we have informed or my/our right to fair housing. 

我/我們承諾我/我們已經被告知我/我們的公平住房權益。

Applicant 申請人: __________________________ Date 日期: __________  Applicant 申請人: __________________________ Date 日期: __________

Applicant 申請人: __________________________ Date 日期: __________  Applicant 申請人: __________________________ Date 日期: __________

Applicant 申請人: __________________________ Date 日期: __________  Applicant 申請人: __________________________ Date 日期: __________

Application Checklist: 申請材料清單：

- Application Form 申請表
- Consent to Release of Information 同意發布信息
- Background Release Form 背景信息收集表
- Tenant Income Certification Questionnaire 租戶收入證明問卷
- Family Summary Sheet 家庭匯總表
- Application for Residency-Eligibility Criteria 居住權申請-資格標準

FOR OFFICE USE ONLY 僅供官方使用

Processing by 項目管理處理者: __________________________ Date 日期: __________

Approval by 項目管理批准者: __________________________ Date 日期: __________

☐ Attended potential tenants workshop 參加了預備租戶講座  ☐ Did not attended potential tenants workshop 沒有參加預備租戶講座

☐ Residency approved 申請批准  ☐ Residency denied — reason 申請拒絕 - 理由: __________________________
Consent to Release of Information

**Purpose:** 目的：

In signing this consent form, you are authorizing the Owner to request income and other qualifying information from a third party about you. HUD and/or the housing program administrator requires the owner to verify all information you provide that affects your eligibility and level of benefits to ensure that you are eligible for its affordable housing programs and that these benefits are set at the correct level. Upon the request of HUD, or the Contract Administrator, the owner may provide HUD or the Contract Administrator with the information you have submitted and the information the owner receives under this consent.

Please be advised owner, may participate in computer matching programs to verify your eligibility and level of benefits. This form also authorizes owner to seek wage, new hire and unemployment claim and other qualifying information from current and former employers to verify information obtained through computer matching.

The owner is required to protect the income and other qualifying information it obtains in accordance with any applicable State privacy law. Should the owner receive information from a third party that is inconsistent with information you have provided, the owner will notify you in writing identifying the information believed to be incorrect. If this should occur, you will have the opportunity to meet with the owner to discuss any discrepancies.

Failure to sign the consent form may result in denial of assistance or termination of affordable housing benefits. If an applicant is denied assistance, the owner will follow the notification procedures outlined in its Tenant Selection Plan. If a tenant is denied assistance, the owner will follow the procedures set forth in the lease.

I consent to allow PCDC to request and obtain income and other qualifying information from private, federal and state agencies for the purpose of verifying my eligibility and level of benefits under HUD’s affordable housing programs.

Head-of-Household 家庭代表: ____________________________ Date 日期: ____________
Co-Head/Other adult 共同代表/其他成年成员: ____________________________ Date 日期: ____________
Co-Head/Other adult 共同代表/其他成年成员: ____________________________ Date 日期: ____________

"Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on this consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Anyone who knowingly or willingly obtains, or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor or fined not more than $5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages and seek other relief as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the Social Security Act **208 (a) (6), (7) and (8).** Violation of these provisions are cited as violations of 42 U.S.C. Section **408(a) (6), (7) and (8).**
Our screening criteria requires all persons 18 years of age and older, applying for admission to our community, undergo both a credit and criminal background check. This includes all pertinent information regarding payment history, arrests and convictions for misdemeanors and felonies.

我們的篩選標準要求所有人員年滿 18 周歲及以上, 申請入讀我們的社區, 既經歷一個信貸和犯罪背景檢查。這包括有關付款記錄, 逮捕和定罪為輕罪重罪和所有相關信息。

**All of the information below must be completed.** 下面所有的信息, 必須完成。

<table>
<thead>
<tr>
<th>Applicant’s Name:</th>
<th>Social Security Number</th>
<th>Date of Birth</th>
<th>Driver’s License Number</th>
<th>State Issued</th>
</tr>
</thead>
<tbody>
<tr>
<td>申請人名稱_First 名字_Middle 中間名字_Last and Maiden 姓和良姓</td>
<td>社會安全號碼:</td>
<td>出生日期:</td>
<td>駕駛證號碼:</td>
<td>簽發州:</td>
</tr>
</tbody>
</table>

Current Address 目前的地址:

<table>
<thead>
<tr>
<th>Street Address</th>
<th>City</th>
<th>State</th>
</tr>
</thead>
</table>

Former Address 曾用地址(If less than 4 years at above address 如果地址少於 4 年以上):

<table>
<thead>
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*****Release 發布:*

I do hereby authorize ___________________________ to investigate my background and give my consent allowing all relevant credit and criminal information to be released. I acknowledge that this is a circumstance that would require the owner to verify information that is more than 12 months old. Authorization is given by me by signature below.

我特此授權 ___________________________ 調查我的背景, 讓被釋放我的同意, 允許所有相關的信貸和犯罪信息。我承認, 這是一個情況, 要求業主確認超過 12 個月的信息。授權是由我給出下面的簽名。

Applicant’s Signature 申請人簽字: ___________________________ Date 日期: ________________

“Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government. HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on this consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willingly requests, obtains, or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor or fined not more than $5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages and seek other relief, as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security number are contained in the Social Security Act **208 (a) (6), (7) and (8).** Violation of these provisions are cited as violations of 42 U.S.C. Section **408(a) (6), (7) and (8).**
**INCOME INFORMATION 收入信息**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Monthly gross Income 月總收入</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td>$_______________________</td>
</tr>
</tbody>
</table>

- **I am self employed. (List nature of self employment)**

  我是一個個體經營者。 (列明個體經營性質)

  ______________________________________________________________________

  Name of Employer/Source 雇主名稱/來源

  1) ______________________________________

  2) ______________________________________

  3) ______________________________________

  $_______________________ $_______________________ $_______________________

- **I am not currently employed, but expect in the next 12 months wages, salary, overtime pay, commissions, fees, tips, bonuses, and/or other compensation. List the businesses and/or companies that you expect to pay you:**

  我目前無業，但預計在未來的 12 個月內會有工資、薪水、加班費、佣金、收費、小費、獎金、以及/或者其他報酬。列舉你預計有哪些企業以及/或者公司會支付給你：

  ______________________________________________________________________

<table>
<thead>
<tr>
<th>Name of Employer/Source 雇主名稱/來源</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) __________________________________</td>
</tr>
<tr>
<td>2) __________________________________</td>
</tr>
<tr>
<td>3) __________________________________</td>
</tr>
</tbody>
</table>

- **I receive cash contributions of gifts including rent or utility payments, on an ongoing basis from persons not living with me.**

  我收到不與我同住的其他人以現金的形式持續支付我的房租或者水電費。

  $_______________________

- **I receive unemployment benefits/severance pay.**

  我領取失業津貼/離職金。

  $_______________________

- **I receive Veteran's Administration, GI Bill, or National Guard/Military benefits/income.**

  我領取退伍軍人管理津貼、士兵福利、或國民警衛隊/軍人福利/收入。

  $_______________________

- **I receive periodic social security and/or Supplemental Security (SSI) payments.**

  我定期領取社會安全保障金以及/或者收入補貼。

  $_______________________

- **The household receives unearned income from family members age 17 or under (example: Social Security, Trust Fund disbursements, etc).**

  家庭中有 17 歲或小於 17 歲的家庭成員獲得非工作所得的收入（例如：社會保障金、信託基金、等等）。

  $_______________________ $_______________________ $_______________________

<table>
<thead>
<tr>
<th>Name of Source 来源名稱</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) ____________________</td>
</tr>
<tr>
<td>2) ____________________</td>
</tr>
<tr>
<td>3) ____________________</td>
</tr>
</tbody>
</table>

- **I receive disability or death benefits other than Social Security.**

  除社會保障金外，我還領取傷殘撫卹金或者死亡撫卹金。

  $_______________________

- **I receive Public Assistance Income (examples: TANF, AFDC).**

  我領取公眾救濟金(例如: 貧困家庭臨時援助金, 未成年人家庭援助金)

  $_______________________

- **I am entitled to receive child support payments.**

  我有資格領取兒童撫養費。

  $_______________________

- **I am currently receiving child support payments.**

  我目前正在領取兒童撫養費。

  $_______________________

- **If yes, from how many persons do you receive support?**

  如果正在領取，列明有幾個人支付兒童撫養費用？

  $_______________________ $_______________________ $_______________________

<table>
<thead>
<tr>
<th>Name of Source 来源名稱</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) ____________________</td>
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<tr>
<td>2) ____________________</td>
</tr>
<tr>
<td>3) ____________________</td>
</tr>
</tbody>
</table>

- **I receive periodic payments from trusts, annuities, inheritance, retirement funds or pensions, insurance policies, or lottery winnings.**

  我有資格領取兒童撫養費。我目前正在領取兒童撫養費。

  $_______________________

<table>
<thead>
<tr>
<th>Name of Source 来源名稱</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) ____________________</td>
</tr>
</tbody>
</table>

- **I receive alimony/spousal support payments.**

  我領取配偶贍養費。

  $_______________________

- **I receive periodic payments from trusts, annuities, inheritance, retirement funds or pensions, insurance policies, or lottery winnings.**

  我有資格領取兒童撫養費。我目前正在領取兒童撫養費。

  $_______________________

<table>
<thead>
<tr>
<th>Name of Source 来源名稱</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) ____________________</td>
</tr>
</tbody>
</table>

- **I have a Section 8 voucher (tenant-based only).**

  我持有政府輔助第 8 區憑證（只供租客使用）

  ______________________________________________________________________

  (name of issuing agency) (發行機構民稱)

  $_______________________

- **I receive Section 8 assistance.**

  我持有政府輔助(公共或私人，不包括學生貸款) — 全日制或半日制學生

  $_______________________

- **I receive income from real or personal property.**

  我獲得不動產或私人財產收入。

  $_______________________ (use net earned income)

  使用淨收入

- **I own real estate.**

  我擁有物業。

  If yes, provide description: 如果有，提供描述或說明：

  ______________________________________________________________________

Please provide supporting documents to each item you checked “yes”.

請為所有你選擇了“是”的項目提供證明文件和資料。
Under penalties of perjury, I certify that the information presented on this form is true and accurate to the best of my/our knowledge. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading or incomplete information will result in the denial of application.

遵從處罰條款，我保證基於我所了解的信息，以上所提供的所有信息都是真實以及準確的。以下的簽名確保我已經了解提供虛假信息將構成詐騙行為。任何虛假、歧義以及不完整的信息都將導致申請被駁回。

PRINTED NAME OF APPLICANT/TENANT 申請人/租客正楷姓名
DATE 日期

SIGNATURE OF APPLICANT/TENANT 申請人/租客簽名
Family Summary Sheet 家庭情况信息表

Please list all family members who will reside in the unit 請列明將要入住此房的所有家庭成員的以下相關信息

<table>
<thead>
<tr>
<th>Member No. 成員編號</th>
<th>Last Name 姓</th>
<th>First Name 名</th>
<th>Relationship to Head of Household 與戶主的關係</th>
<th>Sex (M/F) 性別（男/女）</th>
<th>Date of Birth 出生日期</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEAD 戶主</td>
<td></td>
<td></td>
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</tbody>
</table>

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Supporting Document Checklist 文件核對表

Please bring the following documentation to PCDC or email to ryang@chinatown-pcdc.org. If you have any questions, please email ryang@chinatown-pcdc.org.

下次會見輔導員時，請攜帶以下的文件。如果你對提交資料有任何疑問，請聯絡我們。

_______ Picture ID 有照 證
_______ Two months’ pay stubs 最近兩個月工資單
_______ 1040s tax return & W-2 (for the last two years (2018 & 2019) - signed) 最近兩年報稅單 (必須 簽名)
_______ Social Security Number 工卡號碼
_______ Bank statements for last two months for all accounts 兩個月銀行月結單
_______ Landlord Verification 房東推薦
_______ Rental housing payments. 房屋租金帳單
_______ Utilities, such as electricity, gas, water, telephone service, television, and internet service providers. (Utilities should not include in the rental housing payment) 水電, 煤氣, 電話, 和網絡帳單。(水電費帳單不應該包括在租金帳單中)

If applicable (若可能)

_______ Social Security Retirement, Social Security Disability or Supplemental Security Income (SSI) 社會保障退休金, 社會保障殘疾或安全補助金
_______ Alimony and Child Support Documentation 撫養費和撫養費文獻
_______ Proof of other household income 其他家庭收入證明

If no credit at all, please bring two of the following documents:

如果沒有信用證明文件，請帶來兩種以下的文件：

_______ Automobile insurance payments 汽車保 保險帳單
_______ Cell phone payments 手機帳單
_______ Payment of school tuition 學校學費帳單
_______ Payment of medical bills 醫療保 醫療保 保険帳單
Other: 其他: ___________________________
Application for Residency - Eligibility Criteria

The following criteria shall be utilized to determine an applicant's eligibility for residency (please be advised that these requirements are in addition to any requirements of specific Supportive Services Program):

1. The family size of all applicants should not exceed the allowance for each type of unit.

<table>
<thead>
<tr>
<th>Max. family size</th>
<th>1 Bedroom</th>
<th>2 Bedroom</th>
<th>3 Bedroom</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 persons</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 persons</td>
<td></td>
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<tr>
<td>6 persons</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. All applicants are required to be income eligible
   i. Upper limit

To apply for 632 Unit 2 and 3 or 624 Unit 3, 4, 5, 6, 7, 8, 9, your family income must be lower than 50% AMI:

<table>
<thead>
<tr>
<th>Family Size</th>
<th>1 person</th>
<th>2 persons</th>
<th>3 persons</th>
<th>4 persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>50% AMI Income Limits ($)**</td>
<td>$36,900</td>
<td>$42,200</td>
<td>$47,450</td>
<td>$52,700</td>
</tr>
</tbody>
</table>

**HUD FY 2021

To apply for 623 Unit 1 or 624 Unit 2, 3, 10, your family income must be lower than 80% AMI:

<table>
<thead>
<tr>
<th>Family Size</th>
<th>1 person</th>
<th>2 persons</th>
<th>3 persons</th>
<th>4 persons</th>
<th>5 persons</th>
<th>6 persons</th>
</tr>
</thead>
<tbody>
<tr>
<td>80% AMI Income Limits ($)**</td>
<td>$59,050</td>
<td>$67,450</td>
<td>$75,900</td>
<td>$84,300</td>
<td>$91,050</td>
<td>$97,800</td>
</tr>
</tbody>
</table>

**HUD FY 2021

   ii. Lower limit

Your family income must be higher than three times of the rent.
   For example, if the rent of the unit you are applying for is $890/month, your annual income must be higher than $890/month * 12 months * 3 = $32,040/year

3. Applicants who evidence a steady income from employment or other sources such as AFDC, Social Security, and/or pension benefits for example, will be accorded like treatment.

4. All applicants/proposed household members 18 years of age or older will be subject to a past criminal activity check; head-of-household must certify whether minor household members between the ages of 14 and 17 are/are not sex offenders.

5. All available credit references will be checked.

6. When utilities are paid by the resident, Applicant will be required to demonstrate the ability to obtain/ successfully transfer utility services to the new address (new move-ins/transfers).

7. An applicant must be able to comply with the terms of the Lease/Residency Agreement. An eviction or repeated (two or more) severe violations of prior lease agreements, as verified by prior landlords, will be considered grounds for rejection.

8. An applicant's capacity to demonstrate that they are capable of caring for the unit. An applicant or member of applicant's family, who has been determined to require such services or accommodations, shall be responsible for securing the services and supplying the accommodations where it has been determined that management would incur a financial hardship, administrative burden, or would experience a fundamental alteration in the program.

9. An applicant's ability and willingness to cooperate with management.
10. The household must go through the Section 214 Review of the Housing and Community Development Act of 1980, as amended, to determine if any of the restrictions on assistance to non-citizens apply to their household (unless the specific housing program does not have U.S. residency as a requirement)

11. The applicant must be willing to pay the rent in the signed lease.

12. Acceptable references from current and former landlords covering a period of three (3) years or from the last two successive tenancies, whichever is greater — when applicable. Qualified applicants who have no prior leasing experience of their own and no credit or stable employment history will be given all due consideration.

13. Be prepared to submit rent receipts for examination for the purpose of verifying residence, rental amount and timely payment history. Those applicants whose history evidence a late payment record more than ten (10) days past due on three or more occasions may be rejected on the basis of poor rental habits.

14. For our Low Income and Affordable units, the unit must be the applicant's ONLY residence.

15. Applicants must be willing to execute and abide by a one year lease agreement.

16. All applicants shall be required to provide complete and accurate information and execute all forms required by property and residential program management to determine eligibility and other factors affecting residency. Information requested by management shall be provided within ten (10) days of request and only an additional ten-day period will be granted as an extension (with the exception of EIV SSN verification requirements). Failure or refusal to comply with management is grounds for denial.

17. All adult household members shall be required to attend one rental workshop. Execution of the lease is an acknowledgment that they have attended and understand the rights and requirements of residency at the property.
附加文件 A

成年家庭成员申请说明

1. 我们承諾以上申请中的所有信息都是真实、完整、准确的。我们了解：如果任何信息造假和不准确都将成为管理方取消（无需提前通知）申请或租用协议的正当理由。

2. 我们授权给 PCDC 及该机构的附屬代理從此是開始向租赁服务機構以及信贷审查機構進行直接或間接的調查和問詢。我們同時授權該機構聯繫申請人的歷任房東，獲取其他信貸來源，受聘信息認證以及他們此中提到的信息。

3. 假如申請通過並成功入住，我們承諾僅將住房提供給該申請表中的申請人，並了解我們沒有向此外任何人提供住房的权利及义务。

4. 我們同意在任何關於電話號碼、收入以及家庭組成變化發生的第一時間以書面形式通知管理方。

5. 我們已閱讀並知曉該申請的所有信息並同意遵守上述所有信息。

6. 我們知曉該申請可能被列入等待名單。我們可以要求租用協議的樣本。假如申請通過並成功入住，我們承諾接受並遵守所有申請中提到的入住條件，包括關於寵物、租用、損壞以及押金的任何條款。

7. 我們授權管理方獲取一份或多份“消費者報告。”該報告在美國法律第 15 編第 1681a(d) 節的公平信用報告法令中被規定生效，目的是獲取居住人的信用價值、信用水平、信用額度、品質、公眾名聲、個人表現以及生活模式。

8. 我們同意該授權的複印件將具有與原件一樣的效益。

9. 該申請的通過將受制於房屋前任租客是否在規定下搬出。

公平信贷報告法案

該法案規定：作為處理申請人申請的過程之一，我公司將對申請人的資料向第三方以個人採訪的方式完成調查報告。該信息包括家庭成員、商業合夥人、收入來源、朋友、鄰居以及其他與申請人相關的人士。該問詢將包括以下信息：申請人的品行、公眾民聲、個人特質、居住類型、收入、信貸背景以及犯罪記錄。

我們不會對下列任何情況懷有歧視和區別对待：種族、宗教、國籍、膚色、信仰、年齡、性別、殘疾、或家庭狀況。

申請人如果提供任何造假信息，我們將會立即取消該申請。

☐ 我/我們已經閱讀並且同意以上所述。
附加文件 B

住房申請 - 居民標準合格申請表

以下準則將會用來決定申請人是否具有入住資格（請留意以下所需要的信息是在特定的支持服務項目以外的必要信息）：

1. 每個申請人家庭入住的人數不得多於每種單位限定的人數

<table>
<thead>
<tr>
<th></th>
<th>一室單位</th>
<th>兩室單位</th>
<th>三室單位</th>
</tr>
</thead>
<tbody>
<tr>
<td>最多入住人數</td>
<td>2 人</td>
<td>4 人</td>
<td>6 人</td>
</tr>
</tbody>
</table>

2. 所有申請人必須符合收入標準
   i. 收入上限

如要申請 632 單位 2,3 或 624 單位 3, 4, 5, 6, 7, 8, 9 你的家庭收入必須低於 50% AMI (平均中等收入水平):

<table>
<thead>
<tr>
<th>家庭人數</th>
<th>1 人</th>
<th>2 人</th>
<th>3 人</th>
<th>4 人</th>
</tr>
</thead>
<tbody>
<tr>
<td>50% 平均中等收入線 ($)**</td>
<td>$36,900</td>
<td>$42,200</td>
<td>$47,450</td>
<td>$52,700</td>
</tr>
</tbody>
</table>

**HUD FY 2021

如要申請 623 單位 1 或 624 單位 2, 3, 10, 你的家庭收入必須低於 80% AMI (平均中等收入水平):

<table>
<thead>
<tr>
<th>家庭人數</th>
<th>1 人</th>
<th>2 人</th>
<th>3 人</th>
<th>4 人</th>
<th>5 人</th>
<th>6 人</th>
</tr>
</thead>
<tbody>
<tr>
<td>80%平均中等收入線 ($)**</td>
<td>$59,050</td>
<td>$67,450</td>
<td>$75,900</td>
<td>$84,300</td>
<td>$91,050</td>
<td>$97,800</td>
</tr>
</tbody>
</table>

**HUD FY 2021

ii. 收入下限

你的家庭收入必須高於你申請的單位租金的 3 倍。
比如，如果你申請的單位租金是每月$890，你的家庭年收入必須高於$890/月* 12 個月* 3 = $32,040/年

3. 申請人具有穩定收入來源（例如未成年子女家庭援助金、社會保障金、以及/或者退休津貼）證明的申請人將作同類處理

4. 所有已滿 18 歲的申請人/登記的家庭成員都將接受犯罪記錄調查；戶主必須證實年少的（14 歲至 17 歲之間）的家庭成員是否為性犯罪者

5. 所有可用的信用參考將被調查。

6. 當住戶支付水電氣費時，申請人將需要證明自己可以獲得/或成功地過戶水電費服務到新家中（新住戶/轉戶者）

7. 申請人必須遵從房屋租賃合同條款/住房協議。如果申請人被前戶主正式曾經有一次被驅逐出租房或多次（兩次或更多）嚴重違反前租房協議的經歷，該申請將被考慮駁回
8. 申请人必须证明有维护和管理房屋的能力。提出住房服务或住房设施申请的申请人或家庭成员，当管理者面临财政困难，行政管理负担，或者面临项目重组时，将有责任及义务继续维持住房服务及提供相应设施。

9. 申请人须有能力及有意愿配合管理层的工作。

10. 住户需要仔细阅读住房及社区发展修订法案第 214 章节，从而确定是否存在为非美国公民提供住房帮助的限制条款（除非特定的住房项目不限制仅限美国居民提供帮助）。

11. 申请人必须愿意支付依据 PCDC 所列条款计算出的房租。

12. 我们接受涵盖你 3 年租住情况的来自你当前或曾经房主的推荐信，或者你最近连续两次租房户主的推荐信，取以上两者涵盖时间更长者作为最终参考。符合申请资格的申请人如果拥有过往租房经验并且无信用记录或无稳定工作经历也将给予适当考虑。

13. 请确保已准备好提交你曾经缴纳租金的收据以备我们检验核实你曾经的租赁记录，房租缴纳总额以及是否按时缴纳房租。对于有超过三次迟交房租超过 10 天记录的申请人，基于此不良习惯记录，我们或许将驳回申请。

14. 对于居住于低收入及廉租房的申请人，除此住房外，不得有其他住房。

15. 申请人必须愿意遵守一年住房租约协议。

16. 所有申请人需被要求提供完整和准确的信息并填写房地产住宅项目管理者所要求的所有可用以决定申请人资格及其它可能影响入住房因素的表格。所有被要求提供的信息必须于 10 天内提交，最多可授予十天的延期期（企业收入确认社会保障号要求例外）。不服从或拒绝遵从管理将导致申请被拒绝。

17. 所有成年住户必须参加一次租房讲座。租约的执行表明申请者已确认了解房产入住的权利及要求。