



# ALLIANCE

## Asset Management

105 Loudon Road, Unit 1, Concord, NH 03301 Phone: (603) 223-0810 Fax: (603) 223-0934

Dear Housing Applicant,

Thank you for your interest in housing; located in Merrimack County; managed by Alliance Asset Management. All of our properties are 100% smoke free, smoking is not permitted anywhere in or on the property.

Complete the application in FULL, do not leave any questions unanswered. Select N/A by the questions that do not apply to you. If the application is not completed in full and signed/dated by all household members age 18 and older, it will be returned to you.

Fully completed applications can be returned to our office by one of the followings ways;

Mail or Drop off 105 Loudon Rd, Unit 1, Concord, NH 03301

Fax to (603) 223-0934

\* Pictures of the application will not be accepted.

When processing your application for initial eligibility, we will review the income information you provide to determine if your income is sufficient to pay the applicable rents for the unit sizes you are interested in. We will also look at rental history and may reach out if we have any questions.

Our apartment homes are not subsidized and do not come with rental assistance. The rental rates are considered “affordable” based on a maximum household income limit. We do accept Housing Choice Vouchers and subsidy/ assistance from outside sources, in which case household income does not determine financial eligibility. For most of the properties we manage, household income cannot exceed 50% and 60% of the Median Income set for each individual property.

The initial eligibility process can take anywhere from 2 to 4 weeks. All applications are placed in order by date and time they are received. If you have questions regarding your particular income eligibility, please call our office at (603) 223-0810.

Should your application meet the initial eligibility screening and we have an available unit you will be contacted to determine if you are still interested in an apartment. If yes, additional information regarding household assets and income will be requested.

We look forward to receiving your application and being able to meet your housing needs!

Sincerely,

The Alliance Asset Management Team



This is a double-sided document, please complete all 12 pages.



<b>For Office Use Only</b>
Date Received: _____
Time Received: _____

**ADDRESS:** 105 Loudon Road Unit 1 Concord, NH 03301 | **PHONE:** (603) 223-0810 | **FAX:** (603) 223-0934

## Affordable Housing Application

Please note that ALL applications are placed in order of date and time received

### A. GENERAL INFORMATION

Head of Household Applicant Name: \_\_\_\_\_

Current Address: \_\_\_\_\_  
*Street*
*Apt #*
*City*
*State*
*Zip*

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

Do you require an accessible unit?  Yes  No    If **yes**, features needed: \_\_\_\_\_

### B. HOUSEHOLD COMPOSITION

List all household members who will be living in the apartment

	Name	Relationship to Head	Birth Date	Age	Social Security #	Student (Full or Part)
Head		Self				<input type="checkbox"/> Yes <input type="checkbox"/> No
Co-Head						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No

1. Does anyone listed above have an alias or maiden name?  Yes  No
2. Will all listed minors be living in the unit at least 50% of the time?  Yes  No  N/A
3. Have there been any changes in household composition in the last twelve months?  Yes  No

If **yes**, please explain: \_\_\_\_\_

4. Do you anticipate any changes in household composition in the next twelve months?  Yes  No

If **yes**, please explain: \_\_\_\_\_

5. Is there someone not listed above who would normally be living with the household?  Yes  No

If **yes**, please explain: \_\_\_\_\_



**C. INCOME**

**IMPORTANT:** Please fill in each section and include income of minor household members.  
Check N/A to the items that do not apply to your household.

**Social Security Income:**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Supplemental Security Income:**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Pensions and/or Annuities:**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Veteran's Administration Benefits:**

N/A

Household Member Name		Gross Monthly Amount
	Claim #	\$
	Claim #	\$

**Employment Wages:**

N/A

Household Member Name		Gross Monthly Amount
	Employer:	\$
	Employer:	\$
	Employer:	\$

**Unemployment Compensation:**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Public Assistance (TANF, APTD, etc.):**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Contributions to the Household (monetary or not):**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Full-Time Student Income (18 years old and over only):**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Student Aid (excluding loans):**

N/A

Household Member Name		School Year Amount
	\$	
	\$	

**Long Term Medical Care Payments in excess of \$180 per day:**

N/A

Household Member Name		Gross Monthly Amount
	\$	

**Scheduled Payments from Investments:**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Other Income (self-employment, reoccurring monetary gifts, etc.)**

N/A

Household Member Name		Gross Monthly Amount
	\$	
	\$	

**Alimony:**

N/A

Are you legally entitled to receive alimony?  Yes  No

If **yes**, list the amount you are entitled to receive: \$ \_\_\_\_\_  Monthly  Weekly

Do you receive alimony?  Yes  No

If **yes**, list the amount you receive: \$ \_\_\_\_\_  Monthly  Weekly

**Child Support:**

N/A

Are you legally entitled to receive child support?  Yes  No

If **yes**, list the amount you are entitled to receive: \$ \_\_\_\_\_  Monthly  Weekly

Do you receive child support?  Yes  No

If **yes**, list the amount you receive: \$ \_\_\_\_\_  Monthly  Weekly

**\*\*\*INCOME CONCLUSION\*\*\***

**Total Gross Annual Income (Based on the monthly amounts listed above x 12):** \$ \_\_\_\_\_

**Total Gross Annual Income from previous year:** \$ \_\_\_\_\_

1. Do you anticipate any changes to this income in the next 12 months?  Yes  No
2. Is any household member legally entitled to receive income assistance?  Yes  No
3. Is any household member likely to receive income assistance (monetary or not) from someone who is not a member of the household listed on Page 1?  Yes  No

**If yes to any of the above, please explain:** \_\_\_\_\_

**Is the income received?**  Yes  No \_\_\_\_\_

**D. ASSETS**

**IMPORTANT:** Please fill in each section and include assets of minor household members.

Check N/A for the items that do not apply to your household. If your assets are too numerous to list here, please attach an additional sheet to this application identifying additional asset information.

**Checking Account(s):**

N/A

Household Member Name	Bank	Account Number

**Savings Account(s) and/or Direct Deposit Card(s) (for SS, SSI, SSP, TANF, Child Support, Work):**

N/A

Household Member Name	Bank	Account Number

**Money Market Account(s):**

N/A

Household Member Name	Bank	Account Number	Balance
			\$
			\$

**Peer to Peer Payment Apps (Venmo, Cash App etc) :**

N/A

Household Member Name	Bank	Account Name	Balance
			\$
			\$

**Stocks, Certificates of Deposits:**

N/A

Household Member Name	Stock Name	# of Shares Owned	Value Per Share	Dividend Rate
			\$	
			\$	

**Bonds:**

N/A

Household Member Name	Series	Date of Issue	Amount
			\$
			\$
			\$

**IRA (s)**

N/A

Household Member Name	Bank	Account Number	Balance	Interest Rate
			\$	
			\$	

**Annuities/Mutual Funds/401K/403b**

N/A

Household Member Name	Bank	Account #	Balance	Interest Rate
			\$	
			\$	

**Trust Account(s):**

N/A

Household Member Name	Bank	Balance
		\$
		\$

**Whole Life Insurance (Not Term Life)**

N/A

Household Member Name	Insurance Company	Policy #	Cash Value
			\$
			\$

**Investment Property:**

N/A

Type of Property and Address: \_\_\_\_\_

Appraised Value: \$ \_\_\_\_\_

**Real Estate:**

N/A

Does anyone who will be living in the apartment as a household member own any property or have shared ownership on any property? If **Yes**, please answer the following:

Type of Property and Address: \_\_\_\_\_

Appraised Value: \$ \_\_\_\_\_ Mortgage or outstanding loans balance due: \$ \_\_\_\_\_

Amount of annual insurance premium: \$ \_\_\_\_\_ Amount of most recent real estate tax bill: \$ \_\_\_\_\_

**\*\*\*ASSETS CONCLUSION\*\*\***

1. Does any member of the household have an asset(s) owned jointly with a person who is NOT a member of the household listed on Page 1?  Yes  No

If **yes**, please describe: \_\_\_\_\_

1a. Do they have access to the asset?  Yes  No

2. Do you or any other household member have any other assets not listed above? (excluding personal property)  Yes  No

If **yes**, please list: \_\_\_\_\_

3. Have you disposed of any assets in the last 2 years? (Examples: Given away money to relatives, set up Irrevocable Trust Accounts, etc.)  Yes  No

If **yes**, describe the asset: \_\_\_\_\_

**E. ADDITIONAL HOUSEHOLD INFORMATION**

1. Are you or any member of your household currently using an illegal substance?  Yes  No

If **yes**, please describe: \_\_\_\_\_

2. Have you or any member of your household been convicted of a felony?  Yes  No

If **yes**, please describe: \_\_\_\_\_

3. Have you or any member of your household ever been evicted from housing?  Yes  No

If **yes**, please explain: \_\_\_\_\_

4. Have you or any member of your household ever received an Eviction Notice or Notice to Quit from any landlord?  Yes  No

If **yes**, please explain: \_\_\_\_\_

5. Are you capable of entering into a lease agreement?  Yes  No

If **No**, please explain: \_\_\_\_\_

6. Have you resided in one of our properties in the past?  Yes  No

If **yes**, name property: \_\_\_\_\_

If **yes**, when: \_\_\_\_\_

7. Do you or any member of the household require a live-in care attendant?  Yes  No

If **yes**, Name of Attendant: \_\_\_\_\_

Relationship: \_\_\_\_\_

8. Are you or any member of the household listed on any state sex offender registry?  Yes  No

If **yes**, please explain: \_\_\_\_\_

9. For each household member, list every state they have ever lived in: \_\_\_\_\_

Do you or anyone in your household have a Section 8 Voucher? (HCV, Bridges, etc.)

Yes  No

If **yes**, please list Housing Authority: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

## F. HOUSEHOLD STUDENT STATUS

1. Will any of the persons in the household be attending college but will still consider their permanent residence with this household? (i.e. a student that lives away at college but will spend their Winter and Summer breaks with the household)  Yes  No
2. Will any of the persons (adult or minor) in the household be **part-time** students?  Yes  No
3. Will **ALL** of the persons in your household (this includes adults) be or have been **full-time students** during five calendar months of this year or plan to be in the next calendar year (months need not be consecutive) at an educational institution (note that students include those attending public or private elementary schools, middle or junior high schools, senior high schools, colleges/universities, technical, trade or mechanical schools but, **does not** include those participating in on-the-job training course or a job training program receiving assistance under the Job Training Partnership Act)?  Yes  No

If **YES** to question #3, please answer the following questions:

**3a.** Are any full-time student(s) married and entitled to file a joint tax return?  Yes  No

**3b.** Are any full-time students(s) a recipient of TANF or Title IV?  Yes  No

**3c.** Is at least one student a single parent living with his/her child(ren) and who is not a dependent on another's tax return and whose child(ren) is/are not dependent(s) of anyone other than a parent?  Yes  No

**3d.** Is any student a person who was previously under the care and placement of a foster care program (under Part B or E of Title IV of the Social Security Act)?  Yes  No

## G. VEHICLE AND PET INFORMATION (if applicable)

### VEHICLES:

List any cars, trucks or other vehicles owned. Parking will be provided for one to two vehicles. Arrangements with management will be necessary for more than two vehicles. All vehicles parked on the property premises must be registered in a household members name, inspected with valid plates and in operational condition.

Vehicle #1- Type of Vehicle: \_\_\_\_\_ License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Year/Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_

Vehicle #2- Type of Vehicle: \_\_\_\_\_ License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Year/Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_

### PETS:

1. Does your household own any pet(s) that will reside with you when you move in?  Yes  No

1a. If **yes**, name breed & weight: \_\_\_\_\_

1.b If **yes**, is this pet a Service/Support Animal?  Yes  No

2. If **no**, do you anticipate having any pets in the future?  Yes  No

If **yes**, describe: \_\_\_\_\_



## H. REFERENCE INFORMATION

### Current Landlord Information:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Date Tenancy Began: \_\_\_\_\_ Rent Amount: \$ \_\_\_\_\_

### Previous Landlord #1:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Date Tenancy Began: \_\_\_\_\_ Date tenancy ended: \_\_\_\_\_

### Previous Landlord #2:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Date Tenancy Began: \_\_\_\_\_ Date tenancy ended: \_\_\_\_\_

### Personal Reference #1:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship: \_\_\_\_\_ Years Known: \_\_\_\_\_

### Personal Reference #2:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship: \_\_\_\_\_ Years Known: \_\_\_\_\_

### Emergency Contact: Please provide someone who is **NOT** a household member listed on Page 1.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Relationship: \_\_\_\_\_ Years Known: \_\_\_\_\_

**I. CERTIFICATION**

**Every family member age 18 years old or over must read and sign the following:**

I/We certify that this will be my/our permanent residence.

I/We understand that we must pay a security deposit prior to occupancy.

I/We understand that Alliance Asset Management is relying on this information to prove my household's eligibility for the Housing Program.

I/We understand that my/our eligibility for housing is based on applicable income limits and by management's selection criteria.

I/We understand that that this application in no way ensures occupancy and that my/our application can be rejected based on, but not limited to, poor credit, landlord and/or criminal record.

I/We certify that the information provided in this application is true and accurate to the best of my/our knowledge and

I/We understand that false statements or information are punishable by law and will lead to the cancellation of this application and termination of tenancy after occupancy.

_____ Head Signature	_____ Date
_____ Co-Head Signature	_____ Date
_____ Other Adult Signature	_____ Date
_____ Other Adult Signature	_____ Date

**\*\*Please complete AUTHORIZATION TO RELEASE INFORMATION the next page\*\***

# AUTHORIZATION TO RELEASE INFORMATION

**Every family member age 18 years old or over must read and sign the following:**

I/We, the undersigned, hereby authorize all persons or companies listed below to release without liability, information regarding employment, income and assets to Alliance Asset Management, Inc. for the purposes of verifying information on my/our apartment rental application.

### Information Covered

I/We do hereby authorize Alliance Asset Management, Inc., and its staff to obtain information or materials deemed necessary to determine my/our eligibility for housing.

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, assets, employment income, credit, rental and criminal records.

I/We understand that this authorization cannot be used to obtain any information about me/us that is not pertinent to my/our eligibility for and continued participation as a qualified resident.

I/We authorize Alliance Asset Management to obtain a copy of my/our credit report.

### Groups or Individuals that May be Asked

Past, Present or Future Employers  
Landlords  
Public Housing Agencies  
Support and Alimony Providers  
Insurance Companies/Providers  
Welfare Agencies  
Educational institutions

Veteran's Administration  
State Unemployment Agencies  
Banks and other Financial Institutions  
The Social Security Administration  
Utility Companies  
Retirement Systems  
Credit Bureaus

### Conditions

I/We agree that a photocopy and or fax of this authorization may be used for the purposes stated above.

I/We understand that this authorization will stay in effect for fifteen months from the date signed.

I/We understand our right to review this file and correct any information that is incorrect.

Head Signature	Date
Co-Head Signature	Date
Other Adult Signature	Date
Other Adult Signature	Date

**\*\*Please complete PROPERTY SELECTIONS on the next two pages\*\***

## **PROPERTY SELECTIONS**

Please select the properties that you are interested in.

Please note that ALL properties are smoke free and “pet friendly.”

All rents are reduced by a “utility allowance” for the utilities that are not included in the rent.

**Bow Vista I:** Dicandra Drive Bow, NH.

20 apartments consisting of 18 2-bedroom townhouses with private basement storage; 1 2-bedroom and 1 2-bedroom accessible garden style apartments. All with washer & dryer hook-ups, private rear decks, parking and heat included. This property has a mix of 50% and 60% Low Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  2BD

**Bow Vista II:** Dicandra Drive Bow, NH.

16 apartments consisting of 14 2-bedroom townhouses with private basement storage; 1 2-bedroom and 1 2-bedroom accessible garden style apartments. All with washer & dryer hook-ups, private rear decks, parking and heat included. This property has a mix of 50% and 60% HOME and Tax Credit income and rent limit units.

**Select Bedroom Size:**  2BD

**Eastern Avenue Apartments:** 30 East Side Drive Concord, NH

14 1-bedroom garden style apartments, private storage, on-site laundry facility, hardwood floors, parking, heat and hot water included. This property has apartments that are affordable at a maximum income limit of 80%.

*Eastern Avenue Apartments waiting list is closed at this time.*

**CATCH 3 Bedroom Townhouses:** East Side Drive and Eastern Ave Concord, NH

24 3-bedroom townhouses; 2 3-bedroom garden apartments; private porches and Decks; playground and community room, washer & dryer hook-ups, private storage and parking included. No utilities are included. This property has apartments that are affordable at a maximum household income limit of 80%.

**Select Bedroom Size:**  3BD

**Franklin Light and Power:** 100 Memorial Street Franklin, NH.

**Are you or a household member a veteran?**  Yes  No

This property has a veteran’s preference for a certain number of units. This historic river front mill has been converted into 52 garden style apartments consisting of 26 2-bedroom apartments and 19 1- bedroom apartments. There are some accessible units as well as hearing impaired units. The property features on-site laundry facilities, parking and community spaces. Heat and Hot water included. This property has a mix of 50% and 60% HOME and Low-Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  1BD  2BD

**Friedman Court I:** 19 Old Suncook Road Concord, NH

There is a total of 54 apartments consisting of 6 3-bedroom townhouses and 7 2-bedroom townhouses with washer & dryer hook-ups; 35 2-bedroom, 3 1-bedroom and 3 2-bedroom accessible garden style apartments. The property has on-site laundry facilities, a playground, a community room and parking. Heat and hot water included. This property has a mix of 50% and 60% HOME and Low-Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  1BD  2BD  3BD

**Friedman Court II:** 13 Old Suncook Road Concord, NH.

\*This age-restricted property is for households age 62 and older. For a 2-person household at least one household member must be 62 or older. Friedman Court II has a total of 42 apartments consisting of 6 2-bedroom and 35 1-bedroom garden style apartments. The first-floor apartments have roll-in showers. The property features on-site laundry facilities, private storage, elevator, parking and community room/gathering spaces. Heat & hot water is included. This property has a mix of 50% and 60% HOME and Low-Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  1BD  2BD

**Mennino Place:** 51 Storrs Street Concord, NH.

**Are you or a household member an artist?**  Yes  No

This property has an artist's preference for a certain number of units. This property is within walking distance to a grocery store and all the amenities that downtown Concord features. The property features 45 garden style 1 and 2 bedroom. There are accessible units and one hearing impaired unit. The building has on-site laundry facilities and an elevator. Heat and hot water included. This property has a mix of 50% and 60% HOME and Low-Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  1BD  2BD

**Perley Place:** 58-66 Perley Street Concord, NH.

This property has four different buildings with a total of 11 apartment homes consisting of 2 5-bedroom, 6 3-bedroom 2 2-bedroom with full basements and 1 1-bedroom unit. The property features washer & dryer hook-ups, off street parking and a playground. No utilities are included. This property has a mix of 50% and 60% Low Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  1BD  2BD  3BD  5BD

**South End 2000:** 57 Centre St., 63 South St., 86-88 South State St. & 48-50 Perley St. Concord, NH.

South End 2000 has 9 2-bedroom, 2 3-bedroom and 2 4-bedroom apartment homes. The Amenities vary based on the building and include on-site laundry or washer & dryer hook-ups, private storage or basements with off-site parking. No utilities are included. This property has a mix of 50% and 60% HOME and Low-Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  2BD  3BD  4BD

**Union:** 18 Union St. Concord, NH.

Enjoy the modern convenience these apartments offer, located in downtown Concord. Apartments include on-site laundry facility and parking for one vehicle per unit. These buildings feature mainly 3-bedroom apartments with the exception of 1 two-bedroom apartment, which is handicap-accessible. This property is limited to 50% and 60% HOME rent limits.

**Select Bedroom Size:**  2BD (1 unit only, handicap accessible)  3BD

**Rosemary's Way:** 95 Village St. Penacook, NH

Rosemary's Way is a six-building development situated in Penacook offering a total of 42 residential units. There is a mix of one-, two- and three-bedroom apartments in both townhome and walk-up styles. The property has on-site laundry facilities, a community room, and parking. Heat and hot-water are included. Residents will find that each apartment features luxury vinyl plank flooring in their common living spaces, shaker style cabinets and stainless-steel appliances. The property is offered to all individuals however, some units have income restrictions and rent limits at or below 60% of the area's median income.

**Select Bedroom Size:**  1BD  2BD  3BD

**Willow Crossing:** 41 Village St. Penacook, NH & 24 Knoll Street Concord, NH

Willow Crossing has 22 2- and 3-Bedroom townhouses and 3-bedroom garden style accessible units. Amenities include washer & dryer hook-ups, parking, storage and play area. Heat and hot water included. This property has a mix 50% and 60% HOME and Low-Income Housing Tax Credit income and rent limit units.

**Select Bedroom Size:**  2BD  3BD