

# MOVING FORWARD

## NEXT STEPS TO YOUR WAITLIST APPLICATION PROCESS



Welcome to Pershing Place Apartments and thank you for choosing us for your new place to call home!

You are submitting an application to be placed on a waiting list for an apartment under Section 42 Housing which is an affordable housing program. The benefits to the residents living in such housing is that they will receive a newly constructed or substantially rehabbed apartment home with rents lower than market rate. Under this affordable program there are income and program requirements that must be met (in addition to Resident Selection Criteria items) in order to be approved to live in this community. All income, asset and student status information for all household members must be verified in order to determine eligibility. There is no fee to be placed on the waiting list.

In an effort to expedite the processing of this waitlist application, please provide us with any of the documents listed below that apply to your household at the time of submitting your waitlist application.

You may submit your application and the below items to the property email address. [Info@pershingplace.com](mailto:Info@pershingplace.com) Applications will also be accepted by appointment only at the Indianapolis Public Library, 2121 W. Michigan St. You must call and schedule an appointment at 317-726-6664. **Walk-ins will NOT be accepted.**

- All **finalized divorce or legal separation records** for all current or previous marriages within the **past 10 years**. Records should include petition for dissolution, final decree of dissolution, custody, support and property settlement documents.
  - All **court ordered child support** documents. Current court order and 12 month payment history.
  - Award letters dated within 120 days** for: Social Security (SS), Supplemental Security Income (SSI); Aid to Families with Dependent Children (AFDC; Cash Assistance); Pensions and Trust Funds; Unemployment Benefits; Annuity Payments and Death and/or Disability payments (that are in separate from SS benefits).
  - 6 most recent and consecutive employment pay stubs** for all household members age 18 years or older.
  - Bank Statements for all household members including those who are under the age of 18 years:**  
(Please note, these are only necessary if requested by the Office Staff at the property where you are applying)
    - For any savings, money market, mutual funds, 401K, IRA or Certificate of Deposit Accounts for all household members including minors, please provide the **most recent statement**.
    - For any checking accounts, please provide the **six (6) most recent and consecutive statements**.
  - Self-Employed Household Members:** A copy of the last **two (2) filed Tax Return including the Schedule C Profit/Loss Statement**. The Tax Returns must be signed. If you are unable to locate a copy of your tax returns you may obtain a transcript from your local IRS office or by calling 1-800-829-1040 at no cost to you.
  - Additional Items as noted below:**
- 

Thank you again for applying with us!

If you have any questions, please don't hesitate to contact to contact our team at 317-726-6664.  
We are always happy to provide assistance!

<b>Property Name</b>	<b>Pershing Place</b>
<b>County-MSA</b>	<b>Marion County</b>

<b>Income Limits</b>								
<b>Household Size</b>	<b>1 Person</b>	<b>2 Person</b>	<b>3 Person</b>	<b>4 Person</b>	<b>5 Person</b>	<b>6 Person</b>	<b>7 Person</b>	<b>8 Person</b>
60% Income Limits	\$40,620	\$46,440	\$52,260	\$58,020	\$62,700	\$67,320	\$72,000	\$76,620

# RENTAL APPLICATION FOR WAITLIST



## PERSONAL INFORMATION (ANSWER ALL QUESTIONS COMPLETELY)

Full Name of Applicant		Applicant Email		Date of Birth	Age/Gender
Applicant Address		Home-Cell Phone Number		Work Phone Number	
Social Security #	Driver's License #	State Issued	Marital Status <i>(Check one)</i> <input type="checkbox"/> Single <i>(Never Married)</i> <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Divorced		
Are you a student? <input type="checkbox"/> YES <input type="checkbox"/> NO	If YES, are you: <input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME <i>Will you receive financial assistance, loans, etc.?</i> <input type="checkbox"/> YES <input type="checkbox"/> NO		Name of School		
Name of All other Occupants		Date of Birth	Age/Gender	Full-Time Student <input type="checkbox"/> YES <input type="checkbox"/> NO	Relationship to Applicant
				<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	

## INCOME INFORMATION

Source of Income for all Household Members	Gross Amount	Frequency <i>(monthly, weekly, hourly, etc.)</i>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

## ASSET INFORMATION

Type of Asset <small>(checking, savings, CD, real estate, 401K, etc.)</small>	Cash Value	Interest Rate
1.		
2.		
3.		
4.		

**THIS APPLICATION IS NOT A RENTAL AGREEMENT, CONTRACT OR LEASE. ALL APPLICATIONS ARE SUBJECT TO THE APPROVAL OF THE OWNER OR MANAGING AGENT.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Applicant Social Security #

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Applicant

\_\_\_\_\_  
Co-Applicant Social Security #

\_\_\_\_\_  
Date