

# Rochester Springs

915 Broadway St—SHEBOYGAN FALLS, WISCONSIN 53085

<http://www.ci.sheboygan.wi.us/departments/housing-authority/>

## **APPLICATION FOR ADMISSION TO ROCHESTER SPRINGS *MUST BE 62 YEARS AND OLDER***

If you need assistance with filling out this application, please contact the office of Sheboygan Housing Authority (SHA). **Phone:** (920) 459-3466 **Fax:** (920) 459-4097 **Office Hours:** Monday-Friday 8am-4:30pm

### **Please read and initial:**

I understand information on this application may at times change. I understand it is my responsibility to contact the office of Rochester Springs to update any and all of this information. It is also my responsibility to respond to letters sent to me in updating the waiting list. We (SHA) are not responsible for lost or delayed mail.

\_\_\_\_\_ (Initial)

Applicant Name: \_\_\_\_\_  
  First  Middle  Last

Address: \_\_\_\_\_  
  Number  Street  Apt. No.  City  State  Zip

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Social Security No. \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer name/address: \_\_\_\_\_

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

Please list other states you have lived in \_\_\_\_\_

Spouse Name: \_\_\_\_\_ Social Security No. \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer name/address \_\_\_\_\_

Please list other states you have lived in \_\_\_\_\_

### **Please answer Yes or No to ALL questions and answer the questions completely.**

1. Have either you or any other member of your anticipated household ever engaged in any drug related criminal activity or violent criminal activity? \_\_\_ Yes \_\_\_ No

Explain: \_\_\_\_\_

2. Are all household members U.S. Citizens or Legal Immigrants? \_\_\_ Yes \_\_\_ No

3. Are you currently working with any service agencies? \_\_\_ Yes \_\_\_ No (example: Human Services, Family Services, Economic Support etc...) If yes, please list the names of the service agencies and your contacts with telephone numbers: \_\_\_\_\_

4. Are you now or have you ever lived in a government subsidized unit/project? \_\_\_ Yes \_\_\_ No  
When? \_\_\_\_\_ Where? \_\_\_\_\_

5. Have you ever lived in Public Housing? \_\_\_ Yes \_\_\_ No  
If so, where and when: \_\_\_\_\_

6. Have you ever been evicted from Public Housing, Indian Housing, a Section 23 or Section 8 program?  
\_\_\_ Yes \_\_\_ No If so, please provide the following information: When? \_\_\_\_\_

Reason? \_\_\_\_\_

Name of Housing Authority or Owner: \_\_\_\_\_

7. Have you ever participated in the Section 8 Voucher or Certificate Program? \_\_\_\_ Yes \_\_\_\_ No  
If so, where and when: \_\_\_\_\_

8. Do you owe any money to Sheboygan Housing Authority or any other Housing Authority? \_\_\_\_ Yes \_\_\_\_ No  
If yes, name of Housing Authority: \_\_\_\_\_  
Amount owed: \_\_\_\_\_  
Are you currently in a repayment agreement with this Housing Authority? \_\_\_\_ Yes \_\_\_\_ No

9. Are you or any other member of your anticipated household a full or part-time student? \_\_\_\_ Yes \_\_\_\_ No

10. Is anyone in the household subject to a lifetime state sex offender registration program in any state?  
\_\_\_\_ Yes \_\_\_\_ No If Yes, who? \_\_\_\_\_

**HOUSEHOLD CHARACTERISTICS (For HUD Statistical Purposes Only)**

Please identify the Head of Household race and ethnicity by checking one box in each of the 2 categories:

**Check One:**

- \_\_\_\_ White
- \_\_\_\_ Black/ African American
- \_\_\_\_ American Indian/Alaska Native
- \_\_\_\_ Asian
- \_\_\_\_ Native Hawaiian/ Other Pacific Islander

**Check One:**

- \_\_\_\_ Hispanic or Latino
- \_\_\_\_ Non-Hispanic or Latino

**PEOPLE WE MAY CONTACT IF WE CANNOT REACH YOU**

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

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

**PETS**

Rochester Springs has a pet policy that pertains to all residents other than those with special needs who require a service animal.

Do you currently have a pet? \_\_\_\_ Yes \_\_\_\_ No

Type and size of pet: \_\_\_\_\_

**Special Needs**

Identify any *special housing need* required:

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**CURRENT HOUSING STATUS**

What is your current rent? \$ \_\_\_\_\_ What utilities do you pay? \_\_\_\_\_  
Have you ever been evicted? \_\_\_\_ Yes \_\_\_\_ No Reason: \_\_\_\_\_  
If evicted, Name of Owner: \_\_\_\_\_

**INCOME SOURCES:**

<b>Income Source</b>	<b>Monthly</b>	<b>Yearly</b>
Employment (Gross Wages)-----	_____	_____
Social Security Check-----	_____	_____
Supplemental Security Income (SSI) Federal-----	_____	_____
Supplemental Security Income (SSI) State-----	_____	_____
Pension from _____	_____	_____
Retirement plans-----	_____	_____
Annuities and insurance -----	_____	_____
Interest from:		
Savings accounts-----	_____	_____
Checking accounts-----	_____	_____
CD's-----	_____	_____
Stock Dividends-----	_____	_____
Other _____	_____	_____
Other income (rents, welfare, etc.) _____	_____	_____
<b><i>TOTAL YEARLY INCOME</i></b>		_____

**ASSETS**

Home (Market Value)-----	\$ _____
Other land or buildings-----	\$ _____
Stocks and Bonds, Mutual Funds-----	\$ _____
CD's-----	\$ _____
Money Market funds-----	\$ _____
IRAs-----	\$ _____
Annuities-----	\$ _____
Loans payable to you-----	\$ _____
Mortgages payable to you-----	\$ _____

**EXPENSES AND EXEMPTIONS**

If you are elderly and/or disabled, please be prepared to show proof of any medical expenses you are paying for out of your pocket, and not reimbursed, at the full application interview.

All applications are subject to and approved by program regulations. If you are currently renting, do not give notice until you have received written approval of your application from Rochester Springs.

**APPLICATION REQUEST INFORMATION**

**This application is for Rochester Springs waiting list only.**

**If you would like an application or any information for the Section 8 Housing Choice Voucher Program, or Public Housing please stop at the Sheboygan Housing Authority Office 611 N. Water St, Sheboygan Wisconsin, for an application or information on any of these programs.**

**APPLICANT CERTIFICATION**

*I/We certify that the information given to Rochester Springs on the household composition, income, net family assets, allowances and deductions are accurate and complete. I/We understand that false statements or information is punishable under state and Federal law. I/We also understand that false statements or information is grounds for termination of housing assistance and termination of tenancy.*

*I also understand that Rochester Springs will conduct screening such as, but not limited to; criminal background checks, sex offender registry checks, citizenship verification, and credit checks prior to my acceptance of eligibility.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*\*\*FOR OFFICE USE ONLY\*\*\*\*\***

Interviewed By: \_\_\_\_\_ Application # \_\_\_\_\_

Date Received \_\_\_\_\_ Time Received \_\_\_\_\_

CCAP \_\_\_\_\_ HAB \_\_\_\_\_ DOJ/SO \_\_\_\_\_

Rochester Springs does not discriminate in the admission or access to, or treatment or employment in, its federally assisted programs and activities. If you believe you have been discriminated against, you may call the Fair Housing and Equal Opportunity national Toll-free Hot Line at **800-424-8590**.

**SUPPLEMENT TO APPLICATION FOR FEDERALLY ASSISTED HOUSING**

This form is to be provided to each applicant for federally assisted housing

**Instructions: Optional Contact Person or Organization:** You have the right by law to include as part of your application for housing, the name, address, telephone number, and other relevant information of a family member, friend, or social, health, advocacy, or other organization. This contact information is for the purpose of identifying a person or organization that may be able to help in resolving any issues that may arise during your tenancy or to assist in providing any special care or services you may require. **You may update, remove, or change the information you provide on this form at any time.** You are not required to provide this contact information, but if you choose to do so, please include the relevant information on this form.

<b>Applicant Name:</b>	
<b>Mailing Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>Name of Additional Contact Person or Organization:</b>	
<b>Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>E-Mail Address (if applicable):</b>	
<b>Relationship to Applicant:</b>	
<b>Reason for Contact:</b> (Check all that apply)	
<input type="checkbox"/> Emergency	<input type="checkbox"/> Assist with Recertification Process
<input type="checkbox"/> Unable to contact you	<input type="checkbox"/> Change in lease terms
<input type="checkbox"/> Termination of rental assistance	<input type="checkbox"/> Change in house rules
<input type="checkbox"/> Eviction from unit	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Late payment of rent	
<b>Commitment of Housing Authority or Owner:</b> If you are approved for housing, this information will be kept as part of your tenant file. If issues arise during your tenancy or if you require any services or special care, we may contact the person or organization you listed to assist in resolving the issues or in providing any services or special care to you.	
<b>Confidentiality Statement:</b> The information provided on this form is confidential and will not be disclosed to anyone except as permitted by the applicant or applicable law.	
<b>Legal Notification:</b> Section 644 of the Housing and Community Development Act of 1992 (Public Law 102-550, approved October 28, 1992) requires each applicant for federally assisted housing to be offered the option of providing information regarding an additional contact person or organization. By accepting the applicant's application, the housing provider agrees to comply with the non-discrimination and equal opportunity requirements of 24 CFR section 5.105, including the prohibitions on discrimination in admission to or participation in federally assisted housing programs on the basis of race, color, religion, national origin, sex, disability, and familial status under the Fair Housing Act, and the prohibition on age discrimination under the Age Discrimination Act of 1975.	

Check this box if you choose not to provide the contact information.

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**Signature of Applicant**

**Date**

The information collection requirements contained in this form were submitted to the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). The public reporting burden is estimated at 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Section 644 of the Housing and Community Development Act of 1992 (42 U.S.C. 13604) imposed on HUD the obligation to require housing providers participating in HUD's assisted housing programs to provide any individual or family applying for occupancy in HUD-assisted housing with the option to include in the application for occupancy the name, address, telephone number, and other relevant information of a family member, friend, or person associated with a social, health, advocacy, or similar organization. The objective of providing such information is to facilitate contact by the housing provider with the person or organization identified by the tenant to assist in providing any delivery of services or special care to the tenant and assist with resolving any tenancy issues arising during the tenancy of such tenant. This supplemental application information is to be maintained by the housing provider and maintained as confidential information. Providing the information is basic to the operations of the HUD Assisted-Housing Program and is voluntary. It supports statutory requirements and program and management controls that prevent fraud, waste and mismanagement. In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information, unless the collection displays a currently valid OMB control number.

**Privacy Statement:** Public Law 102-550, authorizes the Department of Housing and Urban Development (HUD) to collect all the information (except the Social Security Number (SSN)) which will be used by HUD to protect disbursement data from fraudulent actions. Form HUD- 92006 (05/09)