***SUNNYCREST VILLAGE***

***3900 S. Terry Ave, Sioux Falls, SD 57106***

***605-361-1422***

Application

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PHONE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **EMAIL**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Number Street City State Zip

Your Social Security # (last 4 digits): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-applicant’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Co-applicant’s social security #(last 4 digits): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birthdate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indicate size(s) of apartment interested in (property including apartments is smoke free):

**Original Wing: (one story by office)**

Small 1 bedroom (alcove) \_\_\_\_ Reg 1 bedroom \_\_\_\_ 2 bedroom 2 bath \_\_\_\_\_

**South Wing: (one story)**

One Bedroom \_\_\_\_\_\_ 2 bedroom 1 bath \_\_\_\_\_\_\_

**West Tower: (three story by Terry Ave)**

One Bedroom\_\_\_\_\_\_\_ 2 bedroom 1 bath\_\_\_\_\_\_\_\_

**North Tower: (three story north of office)**

One Bedroom\_\_\_\_\_\_\_ 2 bedroom 1 bath\_\_\_\_\_\_\_\_

**South Tower: (three story bldg. south end of one-story)**

One Bedroom\_\_\_\_\_\_\_ 2 bedroom 1 bath\_\_\_\_\_\_\_\_

I need a handicap-featured apartment\_\_\_\_\_

REFERENCES: (if applicable, include current landlord)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name) (Address) (Phone)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name) (Address) (Phone)

This application puts your name on our waiting list. When you are notified that an apartment is available and you request the apartment held for you, a security deposit is required. The security deposit may be non-refundable prior to move in. After move-in, the security deposit converts to your damage deposit and is refunded (less a professional carpet-cleaning fee if professional carpet cleaning was not completed) within a fourteen-day period after move-out when a thirty-day notice is given, the apartment is vacated in good order, and all keys are returned. **The deposit is not paid with application; it is paid when an apartment is held. The deposit is:**

Original & South Wing 1 bedroom $250 2 bedroom $500

West/North/South Tower 1 bedroom $400 2 bedroom $600

Please refer to the “Tenant Selection Policy” statement that accompanies this application.

DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SIGNATURE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 -**OVER-**

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**SUMMARY OF TENANT SELECTION POLICY**

**SUNNYCREST VILLAGE**

**Sunnycrest Village** is an apartment complex for persons 62 years and over, the handicapped, or disabled. We are open for all people without regard to race, color, religion, sex, handicap, familial status, or national origin. **Sunnycrest Village** does not discriminate and offers equal housing opportunities for all. Persons interested in living at Sunnycrest Village complete an application form and return it to Sunnycrest. Date and time recorded on the application determine placement on the waiting list. Persons must be able to meet the criteria for resident responsibility as outlined below. Applicants who are qualified individuals with a disability may ask for a reasonable accommodation to either a policy or a physical change to the apartment or facility. Service/companion animals will be allowed in the event the resident/applicant has shown they meet the criteria for such an accommodation under the law.

Under regulatory agreement with HUD, **Sunnycrest Village Project, LLC** offers 34 units to residents with incomes at 50% of AMI (area median income). Under regulatory agreement with SDHDA, **Sunnycrest Village North, LLC** and **Sunnycrest Village South, LLC** each offer 24 units in their respective building under a restricted rent program to residents with incomes below 60% AMI. If needed, to meet these regulatory agreements, residents will need to provide Sunnycrest Village the necessary financial information to verify eligibility.

**When an apartment of the desired size is available**, based upon the resident mix required by HUD and SDHDA, qualified applicants are contacted in chronological order by phone or by letter. If interested in that apartment, applicant(s) needs to meet with Sunnycrest Village staff. When an apartment of desired size is offered and the applicant turns down the offer, the applicant may be moved to the bottom of the list. All rejections for living at Sunnycrest Village are given in writing. If an applicant chooses to appeal the Administrator’s decision, the Administrator will arrange a meeting with the Board of Director’s Admissions Committee.

Serious violation of the lease agreement, such as nonpayment of rent, or other noncompliance issues, will be discussed with the resident and if necessary, family or support persons indicated in the resident file. Sunnycrest Village staff and/or administrator will be available to discuss community services where help may be obtained for individual self-care needs. A more detailed copy of the Sunnycrest Village Project LLC tenant selection policy for Section 8 apartments is available upon request.

**Resident Responsibility**

1. If applicable, provide all information required by HUD & SDHDA regulations and policies.
2. Have and maintain ability to pay rent on time.
3. Maintain housekeeping in unit and personal behavior in a safe and sanitary manner. Home visits may be used to determine ability. History or previous damage from resident-induced fire, vandalism, flooding, will be taken into consideration.
4. Have and maintain a history free from occurrences of disruptive behavior, including need to register on the state sex offender lifetime registration, criminal activity that threatens the health, safety, and right to peaceful enjoyment of the property by other residents and convictions involving the use, manufacture or distribution of illegal substances.
5. Have and maintain ability to use equipment, appliances, and facilities in proper and safe manner.

**RESIDENT INCOME STATEMENT**

**PART A OR PART B MUST BE COMPLETED PRIOR TO OFFERING AN APARTMENT**.

**\_\_\_\_\_\_ (check here) PART A Verification of Income**

I verify that my annual income from employment, social security, pensions, and income producing assets is:

Single person: $0-$31,750 \_\_\_\_\_\_\_\_ $31,751-$50,800\_\_\_\_\_\_\_\_ Above: $50,800\_\_\_\_\_\_\_\_\_\_

Couple: $0-$36,300 \_\_\_\_\_\_\_\_ $36,301-$58,080\_\_\_\_\_\_\_\_ Above: $58,080\_\_\_\_\_\_\_\_\_\_

**OR \_\_\_\_\_\_ (check here) PART B Refusal to complete Verification of Income**

I choose not to verify my annual income from employment, social security, pensions and income producing assets. By choosing not to do so, I understand that this information may be needed in the future or lack of supplying this information may be cause for notice to be given if my unit is needed to meet SDHDA and HUD regulatory agreements.

SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_