

## **SHOREHAM VILLAGE SENIOR CITIZENS' APARTMENT ASSOCIATION**

SVSCAA, 21 Youden Lane, Chester, NS B0J 1J0

Email address: shorehamapartments@hotmail.com

Telephone: 902-273-3007 (leave a message)

**Date Stamp:** date application received by SVSCAA

**APPLICANT ELIGIBILITY:** There is a comprehensive description of eligibility criteria at the end of this form. Please read carefully.

**Applicant(s):** first & last name(s)

(1) \_\_\_\_\_

(2) \_\_\_\_\_

**Current Address** \_\_\_\_\_

Telephone (land) \_\_\_\_\_ Telephone (cell) \_\_\_\_\_

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

I want a: One Bedroom \_\_\_\_\_ Two Bedroom \_\_\_\_\_ Either \_\_\_\_\_

For 2-bedrooms, do you prefer a first-floor apartment? Y \_\_\_\_ N \_\_\_\_

Gross Annual Income \_\_\_\_\_ (for both if a couple)

*You will be asked to provide proof of your income if you are invited to view an apartment (tax returns, bank statements, etc.—black out SIN if applicable).*

Age of applicant (1) \_\_\_\_\_ Age of applicant (2) \_\_\_\_\_

*You will be asked to provide proof of your age if you are invited to view an apartment (driver's licence, passport, birth certificate). If a couple, at least one partner must meet the age requirement.*

*If your contact information changes please tell us immediately by leaving a message at 902-273-3007 or email us at shorehamapartments@hotmail.com.*

**Emergency Contacts: Please list two emergency contacts.**

1. Name, relationship, address, phone, email

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2. Name, relationship, address, phone, email

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**Final Applicant Screening**

Please note that Shoreham Village Senior Citizens' Apartment Association follows legal advice, and screens prospective tenants through four key components: references, income verification, age verification, and a credit check.

**References:**

(1) Name, address, telephone, email

(2) Name, address, telephone, email

(3) Name address, telephone, email

**Credit Check**

If your application meets all criteria and is selected in date order to be the POTENTIAL next applicant to be invited to view an apartment, then we will conduct a credit check.

Please sign the following authorisation form for a Credit Check.

*I hereby authorize the Shoreham Village Senior Citizens' Apartment Association's duly designated authority to conduct a credit check to verify the information provided in this application. I understand this information will be used to determine my suitability for tenancy.*

PRINT YOUR NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

*There are times when life takes a difficult turn. If you have a situation where a credit check may not reflect your present ability to manage the rent, or to be a good tenant in other ways, we are available to talk to you.*

**ADDITIONAL INFORMATION**

**PARKING:** Each apartment is assigned one parking space ONLY. You may make personal arrangements with a tenant who does not need their parking space.

**PETS:** If you have a pet you must complete a Pet Registration Form.

**CHILDREN & VISITORS:** children & visitors are welcome, but they must not live in your apartment for more than a reasonable visit.

**IF LIVE-IN CARE BECOMES NECESSARY:** that person must be identified on the lease as a temporary resident, not a lease holder.

**IF YOU ARE A SMOKER:** smoking is not permitted in the buildings. You may smoke on your balcony or deck, but not on the Boardwalk public walkway. Cannabis smoking is forbidden on premises. If you have a medical prescription for Cannabis it may be used in forms other than smoking.

## **Eligibility**

The SVSCAA is mandated to provide housing at a reasonable cost for senior citizens, with a preference for residents of the District of Chester and the Tancook Islands. Applicants must meet the following minimum criteria.

**Minimum/Maximum Income:** The Association sets minimum and maximum income standards from time to time for the one-bedroom and two-bedroom apartments based upon current economic conditions.

**Age Requirement:** The age requirement is 65 (if a couple, at least one of the partners must meet the age requirement). The Board may make a modest adjustment to the age requirement under certain circumstances.

**Residency:** Preference will be given first to residents of the District of Chester and the Tancook Islands. If no eligible applicant meets the residency criteria, then persons who live outside the District of Chester and the Tancook Islands, but meet all other criteria, will be considered.

**Date Order of Application:** Finally, qualified applicants are then sorted by the date the application is received, whether electronically or by mail. Preference is given to the applicants in date order, from the oldest date the application is received to the most recent date.

**Availability on the Date the Vacancy Occurs:** the Shoreham Apartment Association often has a very short timeline for apartment availability. It is normally about six weeks, although it could be less. Some people cannot withdraw from a lease in that short period. Please tell us if you want to remain on the waiting list, understanding that the timeline will always be very compressed between notification of a vacancy and the move-in date.