



Equal Housing Opportunity

Mill Street Apartments

**34 Mill Street
Middletown, NY 10940
Tel: (845) 775-4117
Fax: (845) 412-5610**

Dear Prospective Tenant,

The Regional Economic Community Action Program, (RECAP) and RHAC proudly present Mill Street Apartments, a family rental community, located at 34 Mill Street in Middletown.

This spacious 41 unit rental complex was specifically designed for families, who meet certain income eligibility requirements. Each apartment has central air conditioning, internet access, a modern kitchen featuring Energy Star appliances including a dishwasher, stove, frost free refrigerator and microwave. All apartments have attractive full bathrooms, numerous closets and wall to wall carpeting or wood flooring.

In addition, there are 4 units set aside for individuals with hearing and/or sight impairments and individuals with mobility impairments.

Mill Street Apartments is a completely renovated 3 story historic building with a brand new 4 story addition. There is a community room with a kitchen which is available for residents' use for various social activities and holiday parties. All of the apartments are handicapped adaptable with onsite parking. In addition, there is a play area next to the building and an outdoor courtyard/garden space. The Mill at Middletown is situated in a central location, which is convenient to shopping, parks, schools, places of worship, parks and transportation.

Because we think it's very important to provide high quality rentals that are affordable, the rent for a one bedroom apartment is \$749. The rent for a two bedroom apartment is \$897 and the rent for a 3 bedroom apartment is \$1,035 (rents subject to change). We are able to provide high quality affordable rental housing, because we've obtained tax credits from the New York State Division of Housing and Community Renewal and other financing through the New York State Housing Trust Fund Corporation and the Federal Home Loan Bank of New York.

Enclosed you will find an application for residency at The Mill at Middletown Apartments. After you complete your application, you will be placed on our waiting list and contacted when a unit becomes available.

Returning your application:

In person or by mail: Mill Street Apartments, Office
34 Mill Street
Middletown, NY 10940

Fax: 845-412-5610

Email: emanny@rhachomes.org

For more details about The Mill at Middletown, please call our office at (845) 775-4117.

Sincerely,
The Mill at Middletown Apartments



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THE MILL AT MIDDLETOWN APARTMENTS RENTAL APPLICATION

34 Mill Street
Middletown, NY 10940
Tel: (845) 775-4117
Fax: (845) 412-5610

Date of Application: _____

Date Desired: _____

1. HOUSEHOLD INFORMATION

Email Address: _____

List all household members that will be living in the apartment:

#1 HOUSEHOLD HEAD

#2 SPOUSE OR OTHER APPLICANT

Name: _____

Name: _____

Address: _____

Address: _____

Telephone Number: _____

Telephone Number: _____

Social Security Number: _____

Social Security Number: _____

Date of Birth: _____

Date of Birth: _____

Student: Yes No

Student: Yes No

2. EMPLOYMENT HISTORY

HOUSEHOLD HEAD

SPOUSE OR OTHER APPLICANT

Name of Current Employer: _____

Name of Current Employer: _____

Address: _____

Address: _____

Telephone Number: _____

Telephone Number: _____

Gross paycheck amount (before deductions)

Gross paycheck amount (before deductions)

\$ _____

\$ _____

Weekly Paycheck Biweekly Paycheck

Weekly Paycheck Biweekly Paycheck

If less than two years at present place of employment, please list previous employment history

Name and Address of Previous Employer: _____

Name and Address of Previous Employer _____

HOUSEHOLD HEAD

SPOUSE OR OTHER APPLICANT

Number of years employed: _____

Number of years employed: _____

3. OTHER INCOME (List monthly amount for each person)

Self Employment Income \$ _____

Social Security \$ _____

Pension \$ _____

Other Income \$ _____

THE MILL AT MIDDLETOWN APARTMENTS RENTAL APPLICATION

4. ASSETS

List all sources of income for each household member that will be living in this apartment. Please indicate overtime, tips, bonuses, commissions, unemployment benefits, public assistance, child support, pension, social security benefits, etc.

Checking Account Number	Bank Name	Average Balance	Account Holder
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Savings Account Number	Bank Name	Average Balance	Account Holder
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Certificate of Deposit Balance \$ _____ Bank Name _____

Stocks and Bonds \$ _____ Bank Name _____

Other Assets \$ _____

5. HOUSING INFORMATION

Do you own or rent at your current address _____ Own _____ Rent

Have you ever owned real estate? If yes, when? _____

If you are renting, are you presently receiving a Section 8 subsidy? _____ Yes _____ No

If you have rented an apartment during the past TWO years, please complete the following section:

Current Landlord's Name/Address/Phone #	Your address	Dates From: To:
Name: _____	_____	_____
Address: _____	_____	Amount Paid: _____
_____	_____	
Phone #: _____		

Previous Landlord's Name/Address/Phone #	Your address	Dates From: To:
Name: _____	_____	_____
Address: _____	_____	Amount Paid: _____
_____	_____	
Phone #: _____		

THE MILL AT MIDDLETOWN APARTMENTS RENTAL APPLICATION

Do you have a car? _____ Yes _____ No If yes, how many? _____

Do you have any pets? _____ Yes _____ No _____ If yes, please list all pets _____

How did you hear about this development ? _____

DEMOGRAPHIC INFORMATION:

All information we are requesting below is strictly voluntary. This information will be provided to the United States Census Bureau to help them track various migration patterns.

Borrower: Gender: _____ Marital Status: _____ Disabled? _____

Co-Borrower: Gender: _____ Marital Status: _____ Disabled? _____

Family Size: _____ Preferred Language _____

Your Ethnicity:

- Hispanic
- Non-Hispanic

Your Race: (Check one only)

- American Indian / Alaskan Native
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander
- White
- American Indian or Alaska Native **and** White
- Asian **and** White
- Black or African American **and** White
- American Indian or Alaska Native **and** Black or African American
- Other Multiple Race

6. LETTER OF UNDERSTANDING

I (we) understand that the monthly rental amounts are subject to change, although every effort will be made to keep the actual rent amount as close as possible to the figures listed on the cover letter.

I (we) grant permission for the development/marketing/management team for The Mill at Middletown Rental Apartments to exchange credit and financial information about me (us) with others. You may request a credit report on me (us) and, if asked, you will tell me (us) the name and address of the consumer reporting agency that furnished it.

I (we) understand and certify that all information contained in this application is true and correct to the best of my (our) knowledge.

I (we) understand that all information provided on this form will be kept confidential, and only persons involved in administering this program will have access to this information.

Household head signature

Spouse or other application signature

Date

Date

YOU MUST SEND THE FOLLOWING DOCUMENTS WITH YOUR APPLICATION:

ASSET SOURCES

- | | |
|---|---|
| IF YOU HAVE A CHECKING ACCOUNT | * Six months of most recent checking statements |
| IF YOU HAVE A SAVINGS ACCOUNT | * Passbook or account statement |
| IF YOU HAVE A MONEY MARKET ACCOUNT | * Latest statement of account |
| IF YOU HAVE ANY STOCKS, BONDS | * Statements showing value of stocks or bonds and earnings credited to you |
| IF YOU RECEIVE INCOME FROM A TRUST | * Documentation verifying income received from trust |
| IF YOU RECEIVE A PENSION | * Documentation verifying income received from pension |
| IF YOU HAVE A 401K PROGRAM | * Documentation verifying contributions and present amount in 401K program |

INCOME SOURCES

- | | |
|---|--|
| IF EMPLOYED YOU MUST SEND | * Paycheck stubs for 1 month
Most Recent Federal Income Tax return |
| IF RECEIVING SOCIAL SECURITY OR SUPPLEMENTAL SECURITY INCOME | * Most Recent Award or benefit notification letter |
| IF RECEIVING WELFARE (AFDC) | * Most Recent Award/Budget Letter |
| IF RECEIVING ALIMONY OR CHILD SUPPORT | * Copy of Separation or Settlement agreement stating the amount and type of support and payment schedules |
| IF RECEIVING DISABILITY INSURANCE, COMPENSATION OR SEVERANCE PAY | * Most Recent Payment stub or WORKMAN'S verification letter |
| IF RECEIVING PENSION PAYMENTS | * Most Recent Award letter/payment stub |
| IF RECEIVING VETERAN'S BENEFITS | * Most Recent Award letter |
| IF RECEIVING ANY OTHER FORM OF PERIODIC INCOME | * Verification of type of income |

BIRTH CERTIFICATE/PHOTO ID