



your resource for Affordable Housing



**Oasis at Plymouth
Project Information and First Come First Serve Application
Plymouth, MA**

Reasonable Accommodations are available.

Attached is the information regarding the affordable rental units at Oasis at Plymouth in Plymouth, Massachusetts. Potential Tenants will not be discriminated against on the basis of race, color, national origin, disability, age, ancestry, children, familial status, genetic information, marital status, public assistance reciprocity, religion, sex, sexual orientation, gender identity, veteran/military status, or any other basis prohibited by law.

Located at 20 Oasis Way, the Oasis at Plymouth is a new 320-unit rental development offering a total of 80 affordable one, two and three-bedroom apartments for eligible tenants. At least one surface parking spot is available for each unit at no charge. Garage parking is available, based on availability, at \$200/mo. Each unit includes a washer and dryer. This is a smoke free development. A maximum of two pets, dogs and cats, are allowed. There is no weight limit for the first dog, however the second dog must be less than 50lbs. Breed restrictions apply. The monthly pet rent is \$35/mo. per cat and \$70/mo. per dog. Storage units are available for a monthly fee of \$50 for a small unit and \$75 for a large unit. The affordable units will be distributed through two lotteries.

The rents are not based on your household income or subsidized; you are responsible for the full monthly rent as stated below. Section 8 or other housing vouchers are accepted but you should contact your Section 8 provider to determine if they will accept the project.

The monthly rents are:

- One Bedroom: \$1,945
- Two Bedroom: \$2,320
- Three Bedroom: \$2,658 – All three-bedroom units have been leased.**

Tenants are responsible for all utilities including water and sewer. A utility allowance has been deducted from the stated rent. The minimum income to lease an affordable apartment, without a Section 8 or other housing voucher, is: One Bedroom - \$58,350, Two Bedroom - \$69,600 and Three Bedroom - \$79,740.

ALL REMAINING UNITS ARE AVAILABLE ON A FIRST COME FIRST SERVE BASIS.

Please note: Complete financial documentation is required and must be sent with your application for your application to be reviewed for eligibility. Included in this package is the list of required documentation and additional forms, if applicable, to be sent in with your application. Applications will be reviewed within 24 – 48 hours of receipt. Incomplete applications will not be reviewed for eligibility until all documentation has been received. An applicant that submitted an incomplete application will receive, by email or letter, the list of documents needed to complete their application before it can be reviewed for eligibility.

Thank you for your interest in affordable housing at **Oasis at Plymouth**. We wish you the best of luck. Please contact MCO Housing Services at 978-456-8388 or email us at lotteryinfo@mcohousingservices.com if you have any questions.



This is an important document. Please contact [AGENCY NAME] at [PHONE #] for free language assistance.

Este documento es muy importante. Favor de comunicarse con el MCO Housing en 978-456-8388 para ayuda gratis con el idioma. (Spanish)

Este é um documento importante. Entre em contato com o MCO Housing Serv no número 978-456-8388 para obter assistência gratuita com o idioma. (Portuguese)

Dokiman sila a enpòtan. Tanpri kontakte MCO Housing la nan 978-456-8388 pou asistans gratis nan lang. (Haitian Creole)

此文件為重要文件。如果您需要免費的語言翻譯幫助，請聯絡 MCO Housing 聯絡方式：978-456-8388。(Chinese, Traditional)

此文件為重要文件。如果您需要免費的語言翻譯幫助，請聯絡 MCO Housing 聯絡方式：978-456-8388。(Chinese, Simplified)

Это весьма важный документ. Свяжитесь с сотрудником MCO Housing на предмет оказания бесплатной помощи по переводу на иностранный язык (978-456-8388). (Russian)
(Phone #)

នេះគឺជាឯកសារសំខាន់។ សូមទំនាក់ទំនង MCO Housing តាមរយៈ 978-456-8388 ដើម្បីទទួលបានជំនួយផ្នែកភាសាដោយឥតគិតថ្លៃ។ [Mon-Khmer, Cambodian]

Đây là một tài liệu quan trọng. Vui lòng liên hệ MCO Housing tại 978-456-8388 để được hỗ trợ ngôn ngữ miễn phí. (Vietnamese)

Kani waa dukumentiyu muhiim ah. Fadlan MCO Housing kala soo xiriir 978-456-8388 si aad u hesho gargaar xagga luqadda oo bilaash ah. (Somali)

هذه وثيقة مهمة. يرجى الاتصال بـ MCO Housing بـ 978-456-8388 للمساعدة اللغوية المجانية.
[Phone #] [Agency Name] (Arabic)

Ce document est très important. Veuillez contacter le MCO Housing au 978-456-8388 afin d'obtenir une assistance linguistique gratuite. (French)

Il presente è un documento importante. Si prega di contattare il MCO Housing al 978-456-8388 per avere assistenza gratuita per la traduzione. (Italian)



Oasis at Plymouth

Question & Answer

The units will be leased in accordance with policies and guidelines established by the Commonwealth of Massachusetts Executive Office of Housing and Livable Communities (EOHLC) and MassHousing.

What are the qualifications required for Prospective Tenants?

- Qualify based on the following gross maximum income table, which is adjusted for household size:

Household Size	1	2	3	4	5	6
Max Allowable Income	\$82,950	\$94,800	\$106,650	\$118,450	\$127,950	\$137,450

(income limits are subject to change when HUD releases the 2024 income limits)

APPLICANT QUALIFICATIONS:

1. Household income cannot exceed the above maximum gross allowable income limits. Income from household members 18 or older is required.
2. When assets total \$5,000 or less, the actual income received is included in the annual income as income from assets OR when assets exceed \$5,000, annual income includes the greater of actual income from assets or a .06% imputed income calculation. Included in this package is the List of Required Financial Documentation.
3. In addition to income and asset eligibility you will also be subject to a screening by the project leasing agent and your eligibility will be determined based on the Leasing Office Screening. If a criminal background screening is part of the Leasing Office screening it will be conducted in accordance with EOHLC's MODEL POLICY REGARDING APPLICANT SCREENING ON THE BASIS OF CRIMINAL RECORDS.
4. The units can be adapted to satisfy reasonable accommodation requests. Persons with disabilities will be given first preference for such units regardless of what pool they are in based on the requested bedroom size. Where a person with a disability is awaiting an accessible unit and a unit with adaptive features becomes available, the owner/management agent must offer to adapt the unit.
5. You can not own a home and lease an affordable apartment. The home must be sold prior to lease execution.

Are there adaptable/Group 2 units?

All of the units are adaptable. The units can be adapted to satisfy a reasonable accommodation request. There is an elevator in the building. There is one 1-Bedroom hearing and vision impaired unit. Persons with disabilities are entitled to request a reasonable accommodation in rules, policies, practices, or services, or to request a reasonable modification in the housing, when such accommodations or modifications may be necessary to afford persons with disabilities an equal opportunity to use and enjoy the housing. The request for reasonable accommodation must be made at time of initial application with the required documentation, i.e. letter from doctor.

Are there preferences for Household Size?

Unit size preferences are based on the following:

1. There is at least one occupant per bedroom.
2. A husband and wife, or those in a similar living arrangement, shall be required to share a bedroom. Other household members may share but shall not be required to share a bedroom.
3. A person described in the first sentence of (2) shall not be required to share a bedroom if a consequence of sharing would be a severe adverse impact on his or her mental or physical health and the lottery agent receives reliable medical documentation as to such impact of sharing.
4. A household may count an unborn child as a household member. The household must submit proof of pregnancy with the application.
5. If the applicant is in the process of a divorce or separation, the applicant must provide proof that the divorce or separation has begun or has been finalized, as set forth in the application.



Applicants will not be offered a unit larger than their household is eligible for based on the above unit size preferences, i.e. a one-person household requesting a two-bedroom unit. Make sure you check the appropriate bedroom size on the application, otherwise you may lose the opportunity to lease.

What happens if my household income exceeds the income limit?

Annually you will be recertified for eligibility. Once your household income exceeds 140% of the maximum allowable income adjusted for household size, then after the end of your current lease you will have the option of staying in your unit and paying the market rent or not renewing your lease.

Leasing

Please note: Applicants will not be offered a unit larger than their household is eligible for based on the above unit size preferences, i.e. a one-person household requesting a two-bedroom unit. (See page 3) Make sure you check the appropriate bedroom size on the application, otherwise you may lose the opportunity to lease. Household size shall not exceed, nor may the maximum allowable household size be more restrictive than, State Sanitary Code requirements for occupancy of a unit (See 105 CMR 400). Applicants will not be approved for units larger than their household size allows.

Once your eligibility has been determined your information will be forwarded to the Leasing Office for credit and background checks. Any additional screening by the property shall meet EOHLC's Model Policy Regarding Applicant Screening on the Basis of Criminal Records. Furthermore, mitigating circumstances shall be considered in assessing eligibility for tenancy.

If the Leasing Office determines you are eligible, only then will you be offered a lease. A \$500 security deposit will be required prior to move-in.

You need to be determined eligible by MCO Housing Services, the Leasing Office, and your Public Housing Authority (PHA), if you have a housing voucher. If the PHA determines you or the project does not meet the eligibility criteria, then you will not be able to lease a unit.

Time Frames

If you are selected and have the opportunity to lease a unit, you will speak or meet with a representative to review your application to verify all information. Please be advised that the official income verification will be done at the time you have an opportunity to lease. You also need to pass the Leasing Office screening before you will be offered a unit. The screening can include credit, past landlord, employment verification, CORI etc. If you do not pass the Leasing Office Screening you will not be offered a unit. If you have a Section 8 voucher your Public Housing Authority (PHA) needs to accept the project and rents before a lease is offered.



**Floorplans can be viewed at oasisatplymouth.com
Availability Dates are subject to change based on construction.**

of Available Units available per Building

Building 24 – Immediate Occupancy

4 – Two Bedroom Units

Building 25 – Mid-January 2024 Occupancy

5 – 2 Bedroom Units

Building 27 – Mid April 2024 Occupancy

2 – One Bedroom Units

6 – Two Bedroom Units

Project Amenities

Beach Entry Pool

Game Room

24/7 Fitness

Garages and Storage, for a monthly fee

Interactive Fitness Center

Summer Kitchen

Business Center

Wine and Coffee Bar

Dog Wash Station

Electric Vehicle Charging Station



PLEASE READ THE FOLLOWING CAREFULLY

- 1. More than 50% of applications submitted to MCO Housing Services for lotteries are incomplete and not included in lotteries. Please take the time to read the application and submit all required documentation. It is your responsibility to provide the correct documentation. It does not matter if you were the first application or the last application received, we will NOT review applications until AFTER the posted deadline.**
- 2. Read the NOTES on the Required Personal Identification and Income Verification Documents. Failure to do so could mean the difference between a complete and incomplete application as well as eligibility for a unit.**
- 3. All financial documentation, income and assets, are required from all household adults aged 18 or older. No exceptions.**
- 4. DO NOT ASSUME you do not need to provide a certain document. When in question call or email BEFORE you submit your application.**
- 5. Do NOT forget to include statements from Robinhood or any other online investment accounts. They are considered part of your assets. If you have an open account, you must provide statement whether there are any funds in the account or not.**
- 6. If you are unable to provide specific information, then submit a note with your application explaining the circumstances. This will not guarantee your application will be able to determine eligibility, but depending on the circumstances, we may be able to work with you.**
- 7. Do not take photos with your cellphone of any documentation and email it to us. The photos are not legible, and we will not accept them.**
- 8. You can fax your information, but it is not recommended. If all pages are not received your application would be considered incomplete.**

COMPLETE, SIGN, DATE AND RETURN

ALL APPLICABLE DOCUMENTS

FROM THIS POINT FORWARD



Oasis at Plymouth

FIRST COME FIRST SERVE APPLICATION

For Office Use Only:

Date Appl. Rcvd: _____

Household Size: _____

PERSONAL INFORMATION:

Date: _____

Name: _____

Address: _____ Town: _____ Zip: _____

Work Telephone: _____ Cell: _____

Email: _____ Do you own a home? Yes No

Do you have a Section 8 or other housing voucher: Yes No

Bedroom Size: One Bedroom; Two Bedroom; Three Bedroom

Preferred Move In: October 2023; December 2023; February 2024

Do you require a Vision or Hearing Impaired Unit? Yes No

Do you need special accommodation? Yes No

If yes: please describe: _____

The total household size is _____ (This is very important to determine the maximum allowable income for your household.)

Household Composition - include all who will be living in the unit.

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____



FINANCIAL WORKSHEET: (Include all Household Income, which includes gross wages, retirement income (if drawing on it for income), business income, veterans' benefits, alimony/child support, unemployment compensation, social security, pension/disability income, supplemental second income and dividend income.)

Applicant's Monthly Base Income (Gross) _____
 Other Income, specify _____
 Co-Applicant's Monthly Base Income (Gross) _____
 Other Income, specify _____
TOTAL MONTHLY INCOME: _____

Household Assets: (This is a partial list of required assets. Complete all that apply with current account balances)

Checking _____
 Savings _____
 Stocks, Bonds, Treasury Bills, CD or
 Money Market Accounts and Mutual Funds _____
 Individual Retirement, 401K and Keogh accounts _____
 Retirement or Pension Funds (amt you can w/d w/o penalty) _____
 Revocable trusts _____
 Equity in rental property or other capital investments _____
 Cash value of Whole Life or Universal Life Insurance Policies _____
TOTAL ASSETS _____

EMPLOYMENT STATUS: (include for all working household members. Attach separate sheet, if necessary.)

Employer: _____
 Street Address: _____
 City/State/Zip: _____
 Date of Hire (Approximate): _____
 Annual Wage - Base: _____
 Additional: _____ (Bonus, Commission, Overtime, etc.)

ABOUT YOUR HOUSEHOLD: (OPTIONAL)

You are requested to fill out the following section in order to assist us in fulfilling affirmative action requirements. Please be advised that you should fill this out based upon family members that will be living in the apartment/unit. Please check the appropriate categories:

	Applicant	Co-Applicant	(#) of Dependents
Non-Minority	_____	_____	_____
Black or African American	_____	_____	_____
Hispanic or Latino	_____	_____	_____
Asian	_____	_____	_____
Native American or Alaskan Native	_____	_____	_____
Native Hawaiian or Pacific Islander	_____	_____	_____



SIGNATURES:

The undersigned warrants and represents that all statements herein are true. It is understood that the sole use of this application is to establish the preliminary requirements to have an opportunity to lease an affordable unit at Oasis at Plymouth. I (we) understand if selected all information provided shall be verified for accuracy at the time of lease.

Signature _____
Applicant(s)

Date: _____

Signature _____
Co-Applicant(s)

Date: _____

See page 20 for Submission information



Oasis at Plymouth

Affidavit & Disclosure Form

I/We understand and agree to the following conditions and guidelines regarding the distribution of the affordable units at Oasis at Plymouth through MassHousing in Plymouth, MA:

1. The gross annual household income for my family does not exceed the allowable limits as follows:

Household Size	1	2	3	4	5	6
Max Allowable Income	\$82,950	\$94,800	\$106,650	\$118,450	\$127,950	\$137,450

Income from all family members must be included.

2. I/We understand the calculation of income will include the higher of actual income from assets (if over \$5,000) or an imputation of .06% of the value of total household assets which is added to a household's income in determining eligibility. If assets \$5000 or less the actual interest/dividends earned will be added to income in determining eligibility.
3. The household size listed on the application form includes all the people that will be living in the residence.
4. I/We certify all data supplied on the application is true and accurate to the best of my/our knowledge and belief under full penalty of perjury. I/We understand that providing false information will result in disqualification from further consideration.
5. I/We understand that submitting an application does not guarantee that I/we will be able to lease a unit. I/We understand that all application data will be verified, and additional financial information may be required, verified and reviewed in detail prior to leasing a unit. I/We also understand that the Project's Owner will also perform its own screening to determine your eligibility to lease.
6. I/We understand that if selected I/we may be able to select a unit. If I/we reject a unit I/we will move to the bottom of the waiting list and will likely not have another opportunity to lease an affordable unit at Oasis at Plymouth.
7. Program requirements are established by EOHLIC and MassHousing and are enforced by MassHousing. I/We agree to be bound by whatever program changes that may be imposed at any time throughout the process. If any program conflicts arise, I/we agree that any determination made by MassHousing is final.
8. I/We certify that no member of our family has a financial interest in Oasis at Plymouth.
9. I/We understand there may be differences between the market and affordable units and accept those differences.
10. I/We understand we need to be recertified annually to determine continued eligibility. I/We understand that if my/our total income exceeds 140% of the maximum allowable income at the time of annual recertification, after the end of my then current lease term I will no longer be eligible for the affordable rent. I/We also understand if we fail to provide the required recertification information, we have the option of paying market rent or moving out.
11. I/We understand that if my/our application is incomplete it will not be reviewed for eligibility, and we may lose our opportunity to lease an affordable unit.



Affidavit and Disclosure Form
Signature Page

I/We have completed an application and have reviewed and understand the process that will be utilized to distribute the available units at Oasis at Plymouth. I/We am qualified based upon the program guidelines and agree to comply with applicable regulations.

Applicant

Co-Applicant

Date

See page 20 for Submission information



Oasis at Plymouth
Plymouth, MA

Release of Information Authorization Form

Date: _____

I/We hereby authorize MCO Housing Services, Oasis at Plymouth Leasing Office, or any of its assignees to verify any and all income, assets and other financial information, to verify any and all household, resident location and workplace information and directs any employer, landlord or financial institution to release any information to MCO Housing Services, Oasis at Plymouth Leasing Office, or any of its assignees and consequently the Projects Administrator, for the purpose of determining income eligibility for Oasis at Plymouth.

A photocopy of this authorization with my signature may be deemed to be used as a duplicate original.

Applicant Name (Please Print)

Applicant Name (Please Print)

Applicant Signature

Applicant Signature

Mailing Address

See page 20 for Submission information



**Required Personal Identification and Income Verification Documents
TO BE RETURNED WITH APPLICATION**

Provide one copy of all applicable information. Complete financial documentation is required and must be sent with your application to be reviewed. Incomplete applications will NOT be reviewed for eligibility. If you have questions, it is your responsibility to contact MCO Housing Services prior to submitting your application at 978-456-8388.

Initial each that are applicable, and provide the documents, or write N/A if not applicable and return with your application.

1. _____ Identification for each household member, i.e. Social Security Card, Birth Certificate etc.
2. _____ If you have a Section 8 Voucher or other Housing Voucher, you MUST provide a valid copy with your application.
3. _____ If you require Reasonable Accommodation you must request the reasonable accommodation as part of your application and if documentation is required, i.e. doctors letter, it MUST be included with the application.
4. _____ The most recent last five (5) **consecutive** pay stubs for all jobs (check/direct deposit stubs). For unemployment, copies of unemployment checks or DOR verification stating benefits received. Same for disability compensation, worker's compensation and/or severance pay.
 - **NOTE:** If you have obtained a new job within the last 12 months you must provide a copy of the Employment Offer Letter.
 - **NOTE:** If you are no longer working for an employer you worked for in the last 12 months, you must provide a letter from the employer with your separation date.
 - **NOTE:** You need to provide 5 pay stubs whether you are paid weekly, bi-weekly or monthly.
5. _____ Benefit letter providing full amount of periodic amounts received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts.
6. _____ Child support and alimony: court document indicating the payment amount, DOR statement or copy of your divorce papers. If you do not receive child support provide a letter stating that you are not receiving child support or use the attached form.
7. _____ If you are self-employed you MUST provide a detailed expense and income statement for the last 12 months and three months of business checking and savings accounts along with last three Federal Income Tax Returns. Uber, Lyft, Dashboard etc are self-employment.
8. _____ Federal Tax Returns –2022 (NO STATE TAX RETURNS)



- **NOTE:** Provide all pages that are submitted to the IRS. For example, if a Schedule C is submitted to the IRS and not part of your application, your application will be considered incomplete.
- **NOTE:** If you filed but do not have copies of your Federal Income Tax returns, you can obtain a copy of your Tax Transcripts using form 4506-T that you can obtain at irs.gov or create an account at irs.gov and print out the Tax Transcript.
- **NOTE:** If you have not filed tax returns you must provide a letter from the IRS verifying non-filing of your tax return(s). Request verification by using form 4506-T that you can obtain at irs.gov or create an account at irs.gov and print out the Verification of Non-filing letter.

9. _____ W2 and/or 1099-R Forms: 2022

- **NOTE:** If you do not have copies of W2's and/or 1099's, you can obtain a copy of your WageTranscripts using form 4506-T that you can obtain at irs.gov or create an account at irs.gov and print out the WageTranscript.

10. _____ Interest, dividends and other net income of any kind from real or personal property.

11. Asset Statement(s): provide **current** statements of all that apply, unless otherwise noted:

- i. _____ Checking accounts – Last **three (3)** months of statements – EVERY PAGE – FRONT AND BACK.

NOTE: If you have cash deposits or non payroll or income deposits you MUST identify where the funds have come from. If you fail to explain, they will be counted as income, which may put you over the income limit. ***This includes all VENMO, PayPal, Cash Apps etc.***

NOTE: Do **NOT** provide a running transaction list of activity. You must provide the individual statements which include your name and account number(s). You can obtain e-statements on your bank's website.

- ii. _____ Pre-paid debit card statements – current month.

NOTE: This is **NOT** your ATM/Debit card. This is usually a separate debit card statement showing income deposited directing onto the debit card, i.e. Social Security or other regular income.

NOTE: If Social Security payments are deposited on a Direct Express card it is your responsibility to provide proof. You can print a statement from the Direct Express website at <https://www.usdirectexpress.com/>.

- iii. _____ Saving accounts – last three months of full statements – Every page – Front and Back

NOTE: If you have cash deposits or non payroll or income deposits you MUST identify where the funds have come from. If you fail to explain, they will be counted as income, which may put you over the income limit. ***This includes all VENMO, PayPal, Cash Apps etc.***

NOTE: Do **NOT** provide a running transaction list of activity. You must provide the individual statements which include your name and account number(s). You can obtain e-statements on your bank's website.

- iv. _____ Revocable trusts

- v. _____ Equity in rental property or other capital investments

- vi. _____ Investment accounts, including stocks, bonds, Treasury Bills, Certificates of Deposit, Mutual



Funds, Money Market, Robinhood and all online accounts, etc.

- vii. _____ Retirement accounts, IRA, Roth IRA, 401K, 403B, etc for all current and past jobs
- viii. _____ Cash value of Whole Life or Universal Life Insurance Policy.
- ix. _____ Personal Property held as an investment
- x. _____ Lump-sum receipts or one-time receipts

12. _____ Proof of student status for dependent household members over age of 18 and full-time students. Letter from High School or College providing student status, full time or part time for current **and** next semester.

13. _____ A household may count an unborn child as a household member. The household must submit proof of pregnancy with the application, i.e. letter from doctor.

14. _____ If the applicant is in the process of a divorce or separation, the applicant must provide legal documentation the divorce or separation has been started or finalized. Information must be provided regarding the distribution of family assets. If information is not available, then the income and assets from both parties will be counted in determining eligibility, even if one of the parties will not be living in the unit.

15. _____ If you have a home to sell you must provide a copy of your last mortgage statement and a market analysis with estimated sale price. You cannot own a home and lease an affordable apartment.

We understand if we do not provide all applicable financial documentation our application will not be reviewed for eligibility. We also understand we will be notified after the application deadline that our application is incomplete

Print Applicants Name(s): _____

Applicant's Signature

DATE

Co-Applicant's Signature

DATE

See page 20 for Submission information



Return the following documents:

- Complete and signed First Come First Serve Application
- Signed and dated Affidavit and Disclosure Form
- Signed and dated Authorization to Release Information Form
- Complete, signed and dated Personal Identification & Income Verification Document Form
- All required personal identification and financial documentation
- Special accommodation documentation, if needed

RETURN ALL, postmarked on or before August 18, 2023 application deadline to:

MCO Housing Services, LLC
P.O. Box 372
Harvard, MA 01451
Overnight mailing address: 206 Ayer Road, Harvard, MA 01451
Phone: 978-456-8388
FAX: 978-456-8986
Email: lotteryinfo@mcohousingservices.com
TTY: 711, when asked 978-456-8388



**THE FOLLOWING INFORMATION IS APPLICABLE ONLY IF
YOU HAVE THE OPPORTUNITY TO LEASE.**

YOU DO NOT NEED TO RETURN THIS FORM.

THIS FORM IS FOR INFORMATION PURPOSES ONLY.





Affordable Applicant Selection Criteria

Piceme Real Estate Group would like to thank you for choosing *The Oasis at Plymouth* as your new community to call home! We comply with all Federal Fair Housing laws as well as all applicable state and local housing laws. The rental criteria below outline policies of this community with regard to qualifying standards which must be met by each adult application in order to be approved for residency. If in the unfortunate event we are unable to approve your application, we will inform you via phone call and a letter will be sent to your current residence.

Applicant(s): Each applicant(s) must be at least 18 years of age and qualified to execute a legally binding lease agreement. All persons age 18 and older are considered applicants (dependents of applicants, exclusive of guarantors, are excluded). All applicants and occupants are required to be listed on the signed application and legally binding lease agreement.

A valid, verifiable social security number is required from each applicant(s). The preferred means of verifying a valid social security number is for a member of the property's leasing and/or management staff to view an authentic, non-laminated social security card as issued by the Social Security Administration. Other Acceptable forms of verification are:

- Pay stubs
- W-2 forms
- 1099 forms

An I-20 form, I-9 form, or an Individual Tax Identification Number (ITIN) or a valid, verifiable Visa or Green Card indicating permission to reside in the United States will be accepted for applicants without a valid, verifiable social security number. The preferred means of verifying a valid ITIN is for a member of the property's leasing and/or management staff to view an authentic, non-laminated ITIN card as issued by the Department of the Treasury, Internal Revenue Service. Once the individual is issued a Social Security Number or ITIN number, they must provide that to management.

Apartment Availability Policy: Apartments become available when a current household provides a member of the property's leasing and/or management staff with a written notice of their intention to vacate their apartment. The existing household has the right to rescind or postpone their intention to vacate at any time. If a vacate notice is rescinded, the apartment previously available will no longer be available.

Available apartments and rental rates are subject to change at any time and without notice. Apartments, and their corresponding rental rates, are considered rented when a completed application is provided to a member of the property's leasing and/or management staff. An incomplete application will not be processed.

Application Process: In order to apply for an apartment, the applicant(s) must submit a completed, signed and dated application. For an application to be processed, the applicant(s) will be required to provide certain information and/or documentation to the property's leasing or management staff. If an applicant(s) fails to provide the requested information and/or documentation within five (5) days of the initial time and date of application, the applicant(s) may forfeit the right to secure a particular apartment. Each application submitted for processing must include, but is not limited to, the following: household composition; valid, verifiable social security number(s) of applicant(s); valid, verifiable Individual Tax Identification Number(s) of applicant(s); I-20 form(s); valid, verifiable Visa or Green Card; date(s) of birth; current and previous physical address (not P.O. boxes); phone number(s); current and previous landlord information; employment/asset information; vehicle identification; description of pets; credit references; emergency contact name, address and phone number. The property's leasing and/or management staff reserves the right to request any additional information deemed necessary to complete the processing of the application.

Occupancy Standards:

Standard for apartment occupancy follow the Massachusetts Sanitary and Building Codes.

2/23/2022





Income:

The units will be leased in accordance with policies and guidelines established by the Commonwealth of Massachusetts Department of Housing and Community Development (DHCD). The following are the income limits and rents for 2023. Income limits and rents can change on an annual basis based on new HUD limits.

Household Size	1	2	3	4	5	6
Max Allowable Income	\$82,950	\$94,800	\$106,650	\$118,450	\$127,950	\$137,450

The 2023 Rents are listed below:

- 1 Bedroom: \$1,945
- 2 Bedroom: \$2,320
- 3 Bedroom: \$2,658

The minimum incomes to lease, without a Section 8 or other housing voucher are:

- 1 Bedroom: \$58,350
- 2 Bedroom: \$69,600
- 3 Bedroom: \$79,740

UTILITIES ARE NOT INCLUDED IN THE RENT AND ARE THE FULL RESPONSIBILITY OF THE TENANT.

Landlord/Rental History Verification: The most recent thirty-six (36) month rental history must be provided. Each applicant(s) is required to provide the name, address and phone number for all current and previous landlords included in the thirty-six (36) month rental history. While the applicant(s) is only required to provide the most recent thirty-six (36) month rental history, all rental history obtained will be evaluated. An applicant(s) that has been evicted, owes an outstanding balance to a previous landlord, or has a negative verified rental history will not be accepted. No applicant(s) will be accepted with a derogatory rental history (payment or otherwise).

Credit History:

Credit and landlord/mortgage history is obtained through a third-party verification service. Applicant(s) will receive a credit score based on payment history, outstanding debt, and age of accounts. An additional deposit may be required based on the results. The following will result in an automatic denial of an application:

- Bankruptcy within the last 12 months and any bankruptcy that has not been discharged
- Foreclosure less than one year old or multiple foreclosures.
- Severe late payments and/or multiple NSF payments.
- Severe credit risk

Criminal Background:

Criminal background checks are also obtained through a third-party verification service. We evaluate an applicant's criminal background consistent with applicable federal, state, and local laws. Criminal convictions for crimes that indicate a demonstrable risk to the residents and their property may be denied.

For example:

- Felony convictions relating to arson, homicide, kidnapping, sex crimes, child molestation, human trafficking, terrorism, crimes against the government or government officials or the illegal distribution or manufacture of a controlled substance will result in a denial of the application.
- Other felony convictions within the last 10 years may also result in denial of an application.
- Misdemeanor convictions relating to arson, homicide, kidnapping, sex crimes, human trafficking, terrorism, crimes against children, or the illegal distribution or manufacture of a controlled substance may result in a denial.

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- Misdemeanor convictions within the last 7 years involving violence, or crimes against the government or government officials, may also result in a denial of application.

Each application will be evaluated on a case-by-case basis to determine whether the applicant should be excluded. We take into consideration a number of factors, which, depending on the circumstances, include: the nature and severity of the criminal conduct; the age of the applicant at the time of the conviction; the number of convictions; when the convictions occurred; subsequent convictions; and the rental history of the applicant after being released from incarceration. Applicants are invited to share any background information that he/she would like to provide for consideration relating to mitigating factors or evidence of rehabilitation.

Pets:

Each apartment home is allowed a maximum of two pets. All pets must have up-to-date vet records. Cats must be indoor cats. Any dog outside of an apartment home must be on a leash with the exception of pets visiting a designated Dog Park area. Management reserves the right to refuse any pet from living in the community. Breed restrictions are as follows:

- Akitas, Alaskan Malamutes, Bull Terriers (includes Pit Bulls and Staffordshires), Chow Chows, Coyotes, Doberman Pinschers, German Shepherds, Great Danes, Huskies, Presa Canarios, Rhodesian Ridgebacks, Rottweilers, Siberian Huskies, St. Bernards, Wolf Hybrids or any **mixed breed in which a prohibited breed is part of the dog ancestry.**

Community:

Smoking Policy - Given the known harmful risks of secondhand smoke along with the increased potential of fire, we have implemented a Smoking Policy for all residents and guests of this community. I/we agree that The Oasis at Plymouth is a smoke-free community and smoking is prohibited within all apartments, amenity areas, common areas, and buildings.

Renters Insurance:

I/we agree that proof of Renters Insurance must be provided to the management team prior to receiving possession of the apartment. The policy must minimally cover \$100,000 personal liability insurance and \$10,000 personal content insurance. Management will provide all other additional requirements.

Printed Name of Applicant

Applicant Signature

Date

Printed Name of Applicant

Applicant Signature

Date

Printed Name of Applicant

Applicant Signature

Date

Printed Name of Applicant

Applicant Signature

Date

2/23/2022

