



Dear Applicant:

Thank you for your inquiry into our housing. Enclosed is a preliminary rental application for your completion and return. Please complete all lines of the application and return it to:

Community Basics Inc.
941 WHEATLAND AVE, SUITE 204, LANCASTER PA 17603
Or the community where you picked up this application

Be sure to indicate on your application which apartment community you are interested in. Also, include the \$25 per adult household member (persons age 18 and older) with the application. If you are applying for more than one community, we need only one application with fees. You need to pay with check or money order, no cash please. Make the check payable to Community Basics Inc.

Any application that is received incomplete or missing the application processing fee will be returned.

Resident selection criteria include credit checks, criminal background checks, landlord references, and income & asset verifications. You are not guaranteed housing by filing an application with us.

Community Basics, Inc - Application Processing Fee Policy - Please be advised that due the cost of processing applications and in an effort to keep our costs lowered, we charge a non-refundable processing fee to all applicants. The fee covers the cost of completing a credit check and criminal check for all household members over the age of 17.

Resident Selection Criteria requires that you pass a credit check, criminal check, landlord reference and be income qualified for our community.

If your application fails any of the criteria (for example: you are over-income, under-income, have adverse credit/criminal/landlord references) you will be rejected for housing.

Whether your application passes or fails, the processing fee is still non-refundable, even if you change your mind and decide to withdraw your application.

The fee is \$25 for each of your household members who are age 18 and older. The non-refundable fee must accompany your application for housing. Applications received that do not include the full fee, will be returned. Payment of this fee is not a contractual obligation and does not guarantee housing. We accept check or money order made out to Community Basics Inc, no cash please.

The non-refundable fee may be paid by check or money order – no cash please.

If you have any questions please feel free to contact us. Again, thank you for applying with Community Basics, Inc.

COMMUNITY BASICS INC APARTMENT COMMUNITIES

NEW HOLLAND APARTMENTS

146 EAST FRANKLIN ST NEW HOLLAND PA 717-351-0855

2 & 3 BEDROOM APARTMENTS STARTING AT \$607 AND \$701

On-site parking, tot lot, courtyard, laundry & community room, air conditioning, elevator, wall to wall carpet, storage area, handicap accessible

INCLUDES ALL UTILITIES! **EQUAL HOUSING OPPORTUNITY**

THREE CENTER SQUARE APARTMENTS

3 CENTER SQUARE MAYTOWN PA 717-351-0855

2 & 3 BEDROOM APARTMENTS STARTING AT \$607 AND \$758

On-site parking, tot lot, laundry & community room, air conditioning, elevator, wall to wall carpet, dishwasher, handicap accessible

INCLUDES ALL UTILITIES! **EQUAL HOUSING OPPORTUNITY**

WALNUT STREET APARTMENTS

117 SOUTH WALNUT STREET LITITZ PA 717-397-7091

2 & 3 BEDROOM APARTMENTS STARTING AT \$607 AND \$701

On-site parking, laundry & community room, air conditioning, wall to wall carpeting, handicap accessible

INCLUDES ALL UTILITIES! **EQUAL HOUSING OPPORTUNITY**

GOLDEN TRIANGLE APARTMENTS

72 ROOSEVELT BLVD, #100 LANCASTER PA 717-397-7091

2 & 3 BEDROOM APARTMENTS STARTING AT \$607 AND \$840 **

On-site parking, tot lot, laundry & community room, air conditioning, wall to wall carpeting, handicap accessible, private storage

INCLUDES ALL UTILITIES! **EQUAL HOUSING OPPORTUNITY**

COUNTRY CLUB APARTMENTS

323 AARON LANE LANCASTER PA 717-391-8950

2 & 3 & 4 BEDROOM APARTMENTS STARTING AT \$607, \$701 AND \$910 **

On-site parking, tot lot, laundry & community room, air conditioning, wall to wall carpeting, handicap accessible, private storage in some apartments

INCLUDES ALL UTILITIES! **EQUAL HOUSING OPPORTUNITY**



PRELIMINARY RENTAL APPLICATION - COMMUNITY BASICS INC

PLEASE MARK INTEREST: <input type="checkbox"/> COUNTRY CLUB APTS <input type="checkbox"/> NEW HOLLAND APTS <input type="checkbox"/> THREE CENTER SQUARE APTS <input type="checkbox"/> WALNUT STREET APTS <input type="checkbox"/> GOLDEN TRIANGLE APTS	RETURN COMPLETED APPLICATION TO: COMMUNITY BASICS INC 941 WHEATLAND AVE, STE 204 LANCASTER PA 17603 (or site where picked up)	PLEASE MARK ONE: <input type="checkbox"/> 2 BEDROOM <input type="checkbox"/> 3 BEDROOM <input type="checkbox"/> 4 B/R -COUNTRY CLUB ONLY
the following is confidential and will not be disclosed without your consent		

COMPLETE ALL THE INFORMATION BELOW

Applicant's Name:	Social Security No.	Home Phone:
Present Street Address:	City: State: Zip Code:	No. Yrs at Present Address:
Former Street Address (if at present Address for less than 3 yrs.)	City: State: Zip Code:	No. Yrs at Former Address:

Current Housing Status: Please provide the name, address, & phone number of all your landlords for past 3 yrs.

Current Landlord Name:	Current Landlord's Address:	Landlord's Phone #:
Previous Landlord Name:	Previous Landlord's Address:	Landlord's Phone #:
Previous Landlord Name:	Previous Landlord's Address:	Landlord's Phone #:
DO YOU HAVE A SECTION 8 VOUCHER? YES _____ NO _____	DO YOU HAVE A SECTION 8 CERTIFICATE? YES _____ NO _____	
Name of Employer	Address of Employer	Employer's Phone #:
Type of Business	Are you self Employed? Yes _____ No _____	No. Yrs. On Job
Name of Previous Employer (if at present job less than 2 yrs)	Address of Previous Employer	Employer's Phone #:
Type of Business	Were you self Employed? Yes _____ No _____	No. Yrs. On Job
Co-Applicant's Name:	Social Security No.	Home Phone:
Co-Applicant's Present Street Address:	City: State: Zip Code:	No. Yrs at Present Address:
Co-Applicant's Former Street Address (if at present Address for less than 3 yrs.)	City: State: Zip Code:	No. Yrs at Former Address:
Co-Applicant's Name of Employer	Address of Employer	Employer's Phone #:
Co-Applicant's Type of Business	Are you self Employed? Yes _____ No _____	No. Yrs. On Job
Co-Applicant's Name of Previous Employer (if at present job less than 2 yrs)	Address of Previous Employer	Employer's Phone #:
Type of Business	Were you self Employed? Yes _____ No _____	No. Yrs. On Job

ANNUAL INCOME

SOURCE	APPLICANT	CO-APPLICANT	OTHER HOUSEHOLD MEMBERS 18 & OLDER	TOTAL PER YEAR:
GROSS SALARY				
OVERTIME PAY				
COMMISSIONS				
TIPS/BONUSES				
UNEMPLOYMENT BENEFITS				
WORKER'S COMP.				
SOCIAL SECURITY				
PENSION				
RETIREMENT FUNDS				
TANF/WELFARE				
ALIMONY				
CHILD SUPPORT				
INTEREST OR DIVIDENDS				
NET INCOME FROM BUSINESS				
NET RENTAL INCOME				
OTHER:				

TOTAL:

ASSETS	CASH VALUE	INCOME FROM ASSETS	NAME OF BANK
CHECKING			
SAVINGS			
CERTIFICATES OF DEPOSIT			
MUTUAL FUNDS			
STOCKS			
SAVINGS BONDS			
REAL ESTATE			
LIFE INSURANCE			
OTHER:			

TOTAL:	\$	\$	
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I _____ have _____ have not disposed of any asset(s) valued at \$1,000 or more in the past two years for less than fair market value of the item. If yes, please list asset value under the "other" column in the listing of assets above.

Are all household members students? Yes _____ No _____

HOUSEHOLD COMPOSITION. List the head of your household and all members who would live in your home. Give the relationship of each family member to the head.

MEMBER NO.	FULL NAME:	RELATIONSHIP	BIRTH DATE (M/D/Y)	SOCIAL SECURITY NO.
Head of Household:		SELF		
2				
3				
4				
5				
6				
7				
8				
9				

Are there any special housing needs or reasonable accommodations that the household will require?

MOTHER'S MAIDEN NAME:	_____
Have you ever been convicted of a crime? Yes _____ No _____ If yes, please explain: _____	
Have you ever been evicted from a dwelling for any reason? Yes _____ No _____ If yes, please explain: _____	

The information provided above is true & complete to the best of my/our knowledge and belief. I/We consent to the disclosure of income & financial information from my/our employer and financial references for the purpose of income & asset verification related to my/our application for tenancy. I/We consent to a criminal, credit background check and review for the purpose of references related to my/our application for tenancy. I/We understand that any misrepresentation may result in the denial of my/our application for tenancy. I/We have read this application and understand its contents. I/We understand this application is not a rental agreement, contract, lease or offer to rent. All Applications are subject to approval by the Owner and/or Management Agent. I release from all liability all persons, companies & corporations supplying such information. I authorize the release of information to CBI.

Applicant's signature: _____	Date: _____
Co-Applicant's signature: _____	Date: _____
Other Applicant's signature: _____	Date: _____

In accordance with data collection information required by the U.S. Department of Housing & Urban Development (HUD), please provide the following information for the HEAD OF HOUSEHOLD ONLY.

RACE	
<input type="checkbox"/> White	<input type="checkbox"/> American Indian/Alaska Native & White
<input type="checkbox"/> Black or African American	<input type="checkbox"/> Asian & White
<input type="checkbox"/> Asian	<input type="checkbox"/> Black/African American & White
<input type="checkbox"/> American Indian or Alaska Native	<input type="checkbox"/> American Indian/Alaska Native & Black/African American
<input type="checkbox"/> Native Hawaiian or Other Pacific I	<input type="checkbox"/> Other
ETHNICITY	GENDER
<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> Male
<input type="checkbox"/> Not Hispanic or Latino	<input type="checkbox"/> Female

ACT 11 AMENDED - CONSUMER NOTICE

Section 806(b) of the Real Estate Licensing and Regulation Act, 63 P.S. § 455.608 (b) requires that brokers, associate brokers, salespersons or rental listing referral agents provide the following written statement at the time of initial interview or when the rental application is taken:

CONSUMER NOTICE

THIS IS NOT A CONTRACT

Jo Raff, Lisa Kashner, Joseph Raff III, Rachel Walsh hereby states that with respect to Community Basics Inc managed communities Golden Triangle Apts, Three Center Square Apts, New Holland Apts, Country Club Apts, Walnut Street Apts, we are acting in the following capacity:

A DIRECT EMPLOYEE OF THE OWNER/LANDLORD.

I Acknowledge that I have received this notice:

Applicant/Consumer

Date

I certify that I have provided this notice:

(Licensee)

Date
