



June 3, 2019

Dear Interested Applicant:

Please find attached the Preliminary Application (Pre-App) for leasing a **one or two-bedroom** housing unit at the property known as Pine Tree Apartments, located at 15 Pine Tree Lane, Fairfield CT. The Pine Tree property is owned by Pine Tree Housing Limited Partnership and is professionally managed by Millennium Real Estate Services, LLC. Please note that all two-bedroom apartments are located on the second floor, and accessed via a private entrance stairwell. Individuals and families that meet the income threshold of 80% of area median income (AMI) or less are eligible. The Pre-Application shall be mailed to 15 Pine Tree Lane, Fairfield CT 06825. Emails, faxes and hand-delivered Pre -Apps will not be accepted. The envelope must be post marked no earlier than June 3, 2019 and no later than June 28, 2019. The current income thresholds are as follows:

80% of Area Median Income

- 1 Person max income \$57,520
- 2 Person max income \$65,680
- 3 Person max income \$73,920
- 4 Person max income \$82,080

We will begin accepting Pre-applications on June 3, 2019 (postmarked) and we will stop accepting Pre-applications as of June 28, 2019 (postmarked). Pre-applications must be mailed directly to our offices located at 15 Pine Tree Lane, Fairfield, CT 06825. Emails, faxes and hand-delivered Pre - App forms will not be accepted. The envelope must be post marked no earlier than June 3, 2019 and no later than June 28, 2019.

Please complete the Pre-App form and sign and date. Incomplete pre-applications will be rejected. Receipt and completion of this housing pre-app is not a guarantee of eligibility for housing. Please contact us at 203-366-6578 with questions related to the form or this letter. Once the application period has concluded, we will be using the random selection method to determine placement on the Pine Tree Housing LP wait list. The maximum number of applications to be placed on the wait list is one hundred (100). Our staff is dedicated to assisting applicants through the process, and you will be notified in writing if your Pre-App is placed on the wait list. **Should your mailing address change at any time, it is your responsibility to notify us in writing so we may update your pre-app.**

Pine Tree Housing Limited Partnership does not discriminate against any applicant on the basis of race, color, creed religion, sex, national origin, age, familial status, ancestry, gender identity, sexual orientation, unfavorable discharge, marital status, receipt of governmental assistance, disability or handicapped status in the admission or access to, or treatment or employment in its programs or services. Please retain this letter for your records.

Very truly yours,



Carol J. Martin

15 Pine Tree Lane • Fairfield, CT 06825
Phone: (203) 366-6578 • Fax: (203) 333-5330



Pine Tree Housing Limited Partnership
15 Pine Tree Lane Fairfield CT 06825
Preliminary Application (Pre-Application) for Pine Tree Apartments

PLEASE PRINT CLEARLY – RETURN ENTIRE FORM

Pine Tree Housing Limited Partnership will use the random selection method (i.e. Lottery) to determine the order of each Pre-Application on the wait list, and a maximum of 100 pre-applications will be accepted. The pre-applications from the lottery will be selected using PHA web software verified by the Management Agent. This form may be reproduced on a copy machine but cannot be altered in this original format.

NAME (HEAD OF HOUSEHOLD): _____
Social Security Number: _____ - _____ - _____
Street Address: _____ Apt.# _____ City: _____
State: _____ Zip code: _____ Date of Birth: _____ Age: _____ Male _____ Female: _____

TOTAL NUMBER OF MEMBERS IN HOUSEHOLD: Please include yourself:
ADULTS: Male _____ Female: _____ CHILDREN: Male: _____ Female: _____ ELDERLY: _____ DISABLED: _____ TOTAL _____

ANNUAL HOUSEHOLD GROSS (before taxes) INCOME: _____

(Select only 1) _____ **1 BDR** _____ **2BDR** **Wheel chair accessible unit needed (Y/N)** _____

Race of Head of Household (optional - for HUD Statistical Purposes only):
____ White ____ Black/African-American ____ Asian ____ American Indian/Alaskan Native ____ Native Hawaiian/Pacific Islander Ethnicity of
Head of Household (optional - for HUD Statistical Purposes only): _____ Hispanic _____ Non-Hispanic

I certify that the above information is accurate and complete. I understand that submission of false information or any misrepresentation may result in loss of eligibility and placement on the wait list for Pine Tree Apartments and is punishable under State and Federal Law.

Please Print Name of Head of Household : _____
Head of Household Signature _____ Date Signed _____

Current Income Limits for admission to the Pine Tree Apartments:

1 Person	\$57,520	Current Max Rent
2 Persons	\$65,680	One Bedroom \$859
3 Persons	\$73,920	Two Bedroom \$1058
4 Persons	\$82,080	

PRE-APPLICATIONS MUST BE POSTMARKED

NO EARLIER THAN JUNE 3, 2019 AND NO LATER THAN MIDNIGHT JUNE 28, 2019

ENVELOPES POSTMARKED BEFORE JUNE 3 2019 AND AFTER JUNE 28 2019 WILL BE REJECTED

- **ONLY MAIL-IN PRE-APPLICATIONS WILL BE ACCEPTED.**
- **HAND DELIVERED, E-MAILED, OR FAXED PRE-APPLICATIONS WILL NOT BE ACCEPTED.**
- **INCOMPLETE PRE-APPLICATIONS WILL BE REJECTED.**
- **DUPLICATE APPLICATIONS WILL BE REJECTED.**
- **ONLY ONE PRE-APPLICATION PER POSTMARKED ENVELOPE WILL BE ACCEPTED – MULTIPLE APPLICATIONS PER ENVELOPE WILL BE REJECTED.**
- **ALL INFORMATION WILL BE VERIFIED AND ADDITIONAL INFORMATION WILL BE NEEDED PRIOR TO A UNIT OFFER BEING PRESENTED.**
- **Equal Housing Opportunity**
IQUALDAD DE OPORTUNIDAD EN LA VIVIENDA

