

**RESIDENTIAL APPLICATION FOR LEASE AGREEMENT**

**SOUTHEAST LAND TRUST OF NEW HAMPSHIRE**  
**The Nan and George Center for People and Nature at Burley Farms**  
**247 North River Road, Epping, NH 03042 P: (603) 778-6088**

THERE IS NO APPLICATION FEE DUE UPON SUBMISSION. Selected applicants will be asked to directly pay for a background and credit check at a cost of \$34.99 per applicant.

**ELIGIBILITY STATEMENT:**

- 1) Consistent with our commitments to the NH Community Development Finance Authority to provide workforce housing, the SOUTHEAST LAND TRUST OF NEW HAMPSHIRE has agreed to an income eligibility requirement for the residential rental units at 245 North River Road, Epping, NH. Before completing the application, please confirm that you are eligible for submitting this application by reviewing the following criteria and initialing below:

I hereby confirm that the information provided in the below application will demonstrate that my income is equal to or less than 60% of the HUD Median Area Income Adjusted for a family of three for the Portsmouth-Rochester, NH HUD Metropolitan area (PRMAI), which is equal to or less than \$62,860.<sup>1</sup> **INITIAL HERE** to confirm that you qualify: \_\_\_\_\_.

Note that: (1) the source for determining PRMAI is: Workforce Housing Purchase and Rent Limits as determined by the NH Housing Finance Authority; (2) the PRMAI changes from time to time; and (3) you must continue to qualify prior to every lease renewal term should you desire to continue your tenancy for additional terms.

- 2) I hereby confirm that the John Prescott Chase Farmhouse, 245 North River Road, Epping, New Hampshire will be my permanent, primary, and only residence. **INITIAL HERE** to confirm: \_\_\_\_\_.

**RESIDENTIAL RENTAL APPLICATION**

**PROPERTY ADDRESS: 245 N. River Road, Epping, NH 03042 APT #A or #B** (circle one if preference)

**MONTHLY RENT \$** \_\_\_\_\_ **LEASE START DATE** \_\_\_\_\_

**NAME:** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_ **SS#** \_\_\_\_\_

**Address** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **(W) :** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

**Personal Email:** \_\_\_\_\_ **Work Email:** \_\_\_\_\_

**PRESENT LANDLORD:** \_\_\_\_\_ **Phone #** \_\_\_\_\_

<sup>1</sup> Epping is in the Portsmouth-Rochester HUD metropolitan fair market rental area. RSA 674:58-61 establishes workforce housing maximum gross rent at 60% of the HUD median area income adjusted for a family of three. This includes rent plus utilities, assuming 30% of income is expended.

Address of Unit Rented? \_\_\_\_\_

Length in current residence? \_\_\_\_\_ Monthly Rent? \$ \_\_\_\_\_ Reason for Vacating? \_\_\_\_\_

**PREVIOUS LANDLORD:** \_\_\_\_\_ Phone # \_\_\_\_\_

Address of Unit Rented? \_\_\_\_\_

Length in residence? \_\_\_\_\_ Monthly Rent? \$ \_\_\_\_\_ Reason for Vacating? \_\_\_\_\_

Has a previous Landlord ever brought you to court? Yes/ No. If "yes" please explain fully with the names and dates and if the case went to small claims court \_\_\_\_\_

**PRESENT EMPLOYER:** \_\_\_\_\_ Position: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Length of Employment: \_\_\_\_\_ Yrs. \_\_\_\_\_ Mos.

Address: \_\_\_\_\_

Position is (circle one): Temporary Permanent Seasonal . Average Hours worked: \_\_\_\_\_/wk.

Gross Salary: \$ \_\_\_\_\_ hr. \$ \_\_\_\_\_ wk. \$ \_\_\_\_\_ mo \$ \_\_\_\_\_ year. Bonus/Commission: \$ \_\_\_\_\_

**Other Income/Source** (Proof of Income May Be Required): \_\_\_\_\_ Amount Per Month: \$ \_\_\_\_\_

**PAST EMPLOYER:** \_\_\_\_\_ Position: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Phone # \_\_\_\_\_ Length of Employment: \_\_\_\_\_ Yrs. \_\_\_\_\_ Mos.

Address: \_\_\_\_\_

Position was (circle one): Temporary Permanent Seasonal . Average Hours worked: \_\_\_\_\_/wk.

Gross Salary: \$ \_\_\_\_\_ hr. \$ \_\_\_\_\_ wk. \$ \_\_\_\_\_ mo \$ \_\_\_\_\_ year. Bonus/Commission: \$ \_\_\_\_\_

**Other Income/Source** (Proof of Income May Be Required): \_\_\_\_\_ Amount Per Month: \$ \_\_\_\_\_

Do you have a service animal? \_\_\_\_\_ Please confirm you are aware of the \$50/month service animal fees. **Yes / No**

Have you ever been convicted of a crime? **Yes / No** Do you have any restrictions? **Yes / No**. If "yes" explain?  
\_\_\_\_\_  
\_\_\_\_\_

Renters insurance may be required. Do you carry Renters Insurance? **Yes / No**. Insurance carrier? \_\_\_\_\_

**FINAL TERMS OF THE RESIDENTIAL APPLICATION**

Applicant agrees that **the Southeast Land Trust of New Hampshire** shall not be liable to applicant for failure to deliver possession of the premises at the time agreed beyond refund of the deposit received from the applicant. The undersigned warrants that the above stated information is true and correct and authorizes verification of such information, including but not limited to, the obtaining of credit report and verification of employment and rental / homeowner history.

**Additionally, if you are self-employed, you must provide tax returns as proof of income.** If this application for tenancy is approved, Applicant's residency shall be governed by terms and conditions of the fully executed Agreement to Rent or Lease between Landlord and Tenant(s), including all addendums and attachments.

I hereby certify that I am over 18 years of age and that the above application is true, complete, and accurate to the best of my knowledge. I understand that any misrepresentation or omission of information is grounds for eviction or non-approval. I also give the Landlord or its agent(s) permission to verify all the information given in this application, including past rental information, personal references and employment information provided. I authorize the Landlord to obtain a current credit and criminal background check, sex offender registry, homeland security, and contact any of the above-mentioned employers or landlords ("references"). I understand that this application is not a rental agreement and that this application does not create any obligation on the Landlord or its agent(s).

I have **completed** the application in full and understand that my application will be considered complete after I have completed the requested background and credit check through myrental.com at a cost of \$34.99 per applicant who signs the lease. I understand I will be pay the background and credit check fee directly to a third-party vendor and that the fee is non-refundable.

Upon notification of approval / acceptance by management, I understand that a security deposit check equal to one month's rent is required. The **security deposit** check should be made payable to **Southeast Land Trust of New Hampshire**.

**Applicants #1 Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

In case of Emergency notify? \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship \_\_\_\_\_

**A PHOTOCOPY OF A PICTURE ID IS REQUIRED AT TIME OF SUBMITTING APPLICATION.**

**SOURCE OF REFERRAL? SIGN** \_\_\_\_\_ **CRAIGSLIST** \_\_\_\_\_ **WEBSITE** \_\_\_\_\_ **RESIDENT:** \_\_\_\_\_ **OTHER:** \_\_\_\_\_

### **RELEASE FOR REQUIRED INFORMATION**

*I authorize Southeast Land Trust of New Hampshire to:*

1. Contact past and present landlords to discuss tenancy (length of tenancy, monthly rent, status, etc.). I understand that information obtained will and can be used in the decision process.
2. Obtain past and present employment regarding, but not limited to: length of employment, verification of pay / wage, verification of typically hours worked, position, etc.
3. Obtain a credit report from the appropriate credit bureau. This information will be confidential and will not be shared with any outside source.
4. Perform a criminal background check, sex offender registry, homeland security and contact any of the above-mentioned references.

**Applicant's Full Name:** \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_