



**NEIGHBORS OF
WATERTOWN, INC.**

**A Neighborhood Preservation Company
Serving Watertown Since 1969**

Pre-Application Cover Sheet

To: All Rental Applicants

From: Neighbors Of Watertown, Inc.

The attached Pre-Application will place you on the waiting list for all the buildings Neighbors Of Watertown manages. When a unit becomes available you will be notified and a full application will be required prior to being accepted to any of the apartment sites. It is important for you to let us know if your contact information changes during the time you are on the waiting list. All of our sites are listed below and are in the City of Watertown, except Stonewood which is in Philadelphia NY.

Brighton Building
Buck Building
Burdick Building
Emerson Place
Franklin Building
Kelsey Creek
Kieff Drive
Lillian Towers
Music Center
Olympic Apartments
Stonewood (Philadelphia NY)

Not all of the properties managed by Neighbors Of Watertown are subsidized units. Many are a minimum rent rate or 30% of the household income; whichever is higher. There are maximum qualifying incomes limits for all properties except for one bedroom units at the Brighton Building. All properties can only be rented through an application process, to determine income eligibility as well as other criteria to be met.

Apartments are open to all eligible applicants. Federal and New York State laws forbid discrimination based on race, creed, color, national origin, sex, age, disability, marital status, familial status, sexual orientation or military status.

Applicants interested in Section 8 vouchers and project-based vouchers contact:
Housing Assistance Program, 749 LeRay Street, Watertown NY 13601; phone: 315-788-0193.

Rental Documents\Pre and Application Docs\PreApp Cover Sheet



The Housing & Redevelopment Store
112 Franklin Street, Watertown, NY 13601
Phone (315) 782-8497 Fax (315) 782-0102
www.neighborsofwatertown.com



INCOME: Please indicate using the chart below, the TOTAL HOUSEHOLD INCOME for ALL members of this applicant household.

Income Source (Employer, DSS, SS, Pension, etc)	Gross Amount (before taxes or any deductions)	Frequency (hourly, weekly, bi-weekly, monthly)

Do you receive rental assistance from HUD, Section 8 Program or other? _____ Yes _____ No

CRIMINAL HISTORY ALL APPLICANTS

Have you or any household member ever been evicted? YES _____ NO _____

Have you or anyone in your household ever been arrested, charged or convicted of any crime? YES _____ NO _____
If yes, please explain: _____ Date of last arrest, charge or conviction: _____

Are you or anyone in your household a registered sex offender? YES _____ NO _____

Reasonable Accommodations: I understand that if I am disabled, I have the right to request a reasonable accommodation to make services and programs accessible. The request must be submitted in writing to Neighbors of Watertown, Inc. for review and approval.

Criminal and Administrative Actions for False Information: I understand that knowingly supplying false, incomplete or inaccurate information may be considered fraud and is grounds for denial of assistance, termination of housing assistance and/or eviction from housing.

I certify under penalty of perjury, my answers are correct and complete to the best of my knowledge and ability.

SIGNATURES AND DATES OF ALL HOUSEHOLD MEMBERS AGE 18 AND ABOVE:

- 1) _____ DATE _____
- 2) _____ DATE _____
- 3) _____ DATE _____
- 4) _____ DATE _____

If this application was completed by someone not listed as a member of the applicant household, please complete:

Name (print clearly): _____ **Signature:** _____ **Date:** _____

**** Neighbors Of Watertown, Inc. shall not discriminate against anyone because of race, color, sex, religion, familial status, disability, gender identification, national origin, marital status, or sexual orientation in providing housing assistance. Information provided to NOW, Inc. will be kept confidential and used solely to determine housing eligibility and unit type. Please be advised that results of criminal screening may be grounds for denial of housing****