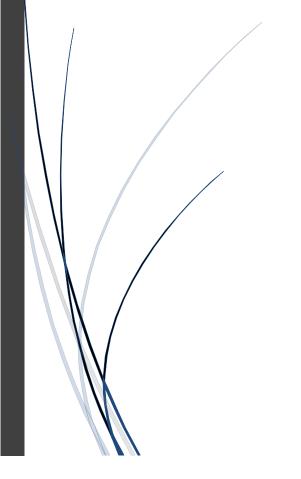
WILLIAMSBURG TOWNE HOUSES COOPERATIVE

Cooperative Living



APPLICATION PACKET

WILLIAMSBURG TOWNE HOUSES 32115 HARPER AVE ST CLAIR SHORES MI 48082 | 586-293-4709



Dear Applicant(s),

Thank you for your request for membership in our housing cooperative. Upon receipt of your application and application fee. We will complete a credit check; criminal background history and proof of household income this is all used to determine your eligibility. This must be completed before meeting with Williamsburg TowneHouses Cooperative Board for final approval. After your application has been board approved, you will be placed on the approved buyer list. If your application is not approved for any reason, you will be notified by mail.

Cooperative living is worth waiting for and we hope that you will be patient. Once your name is on the approved buyer list, we will notify you of membership sales for the size townhouse you requested. Those who require a Share Loan for purchase please contact National Cooperative Bank and research the process to get a preapproval letter.

Feel free to visit our web page at <u>williamsburgtownehouses.com</u> for more information. Please inform us directly of any phone number or address changes. If for any reason your plans should change, and no longer interested, notify the office to have your application withdrawn.

Sincerely,

Williamsburg Towne Houses Cooperative Staff

APPLICATION FORM

Persons wishing to become members must submit a completed APPLICATION FOR MEMBERSHIP to the TowneHouse Office, signed by all over the age of 18 years. Applicant must submit copies of picture Identification. A non-refundable application fee is to accompany all applications (in the form of a cashier check or money order).

INCOME REQUIREMENTS PER FAMILY SIZE

Minimum Annual income requirement as follows:

1 person	\$27,000.00	5 persons	\$37,000.00
2 persons	\$30,000.00	6 persons	\$39,000.00
3 persons	\$33,000.00	7 persons	\$41,000.00
4 persons	\$35,000.00	8 persons	\$43,000.00

Occupancy of units is based on family size max. of 2 persons per bedroom per unit.

RESIDENCE

Be advised that if approved your unit is to be your primary residence. Also, this cooperative does not sublease or take any application for persons wishing to use the units as subleases or rentals incomes, per our Occupancy Agreement/By-Laws.

Any false information submitted during the application process will constitute fraud and will not be approved for membership.

SHARE LOAN PRE-APPROVAL @ 1/800-322-1251

How to get a Share-Loan: NCB—National Cooperative Bank offers share loans. This process could take 35-45 days. We require 20% down of appraised value to bank at closing

UTILITES

Monthly carrying charges include Property Taxes, Heat/Gas, Water, indoor and outdoor basic maintenance (except painting) and Liability insurance on the building and grounds. Members pay for electricity, internet and have renter/condo insurance for personal property.

VEHICLES

Only ONE motorized vehicle per each licensed driver will be allowed. All vehicles MUST be registered with the office and have a visible parking tag.

NEARBY SCHOOLS

Lake Shore School district K-12, preschools, and some parochial schools also.

Restricted Dog Breeds: Akita, Alaskan Malamute, American staffs, American Bully, St Bernard, Chow Chow, Doberman Pinscher, Rottweiler, German Shepherd, Great Dane, Pit Bull, The Perro de Presa Canarios (Canary Dog), (other exclusions may apply.)

Williamsburg Towne Houses Cooperative Member Application

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	APPLIC				CO-APPLIC	CANT		
First Name								
Middle Name								
Last Name								
Street Address								
City, State, Zip Code								
Phone Number								
Cell Number								
Email	 							
Date of Birth								
Social Security #	 							
Photo ID #								
APPLICANT: Backgrou								
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Full Name	:							Re	ationship:	
Company:									Phone:	
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тчстизраре	<u>" L</u>		riousing Gu				canoi			
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1-Bedroom no basement		2-Bedroom no base	ment 🔲	3-Bear	oom no b	asement	
2-Bedroom with basement		3-Bedroom with base	ment	4-Bedro	om with b	asement	
_		Agreement & Autho	rization Sign	ature/s	-	-	
the undersigned certify th	hat my a				wledge.		
All the information I have point my application or interview in my application or interview in mand confirm the information shall be confident.	iew may nspiracy e inforn	/ result in denial of mem /. I understand and auth	bership. There orize Williams!	is no intention ourg Towne H	nal misre ouses Co	presentat ooperative	ion or
Signature:					Date:		
Signature Co-Applicant:					Date:		
Occupant #1 (if over 18)					Date		
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Occupant #6 (if over 18)					Date		
Provide a Copy of App Please submit for pro money order or cash	cessir	ng a \$75.00 made ou	t to WILLIAM				
,		FOR OFFICE					
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				DATE			
Management Signature				DATE RECEIVED			

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Mail or Fax to: WILLIAMSBURG TOWNEHOUSES COOPERATIVE 32115 HARPER AVE ST. CLAIR SHORES, MI 48082 (586) 293-4709

Fax (586) 293-0079

REQUEST FOR VERIFICATION OF EMPLOYMENT

DATE:		
Employee Name:	Employers Name:	
Address:	Address:	
Phone:	Phone:	
	ormation to the Housing Complex regarding my employment. I underst idential and will be used only for verification purposes.	and
	Signature:	
1. Present Position: 2. Date of em	bloyment 3. Probability of continued employment 4. Bonus or Ove	
5. Current base Pay	Anticipated pay Increase: () yes () no Effective date:	
\$ (x) yea	rly Amount: \$	
6. Earnings Year to Date	FOR MILITARY PERSONNEL ONLY	
\$	Taxable monthly pay \$	
7. Earnings Year to Date overtime	Base pay \$ Overtime \$	
\$	Flight Pay \$ Pro Pay \$	
8. Earnings Year to Date bonus	Rations \$ Clothing \$	
\$	Career Off. Pay \$	
9. Earning year to Date tips, comm	n.: Other: (specify): \$	
\$		
	a bona fide representative of the employer such as a timekeeper, book keeper, or acc	ountan
	loyee. Federal Statues provide severe penalties for any fraud, intentional misrepresent	