



Thank you for your interest in *Pawtucket Central Falls Development* apartments. We strive to provide quality, affordable housing choices throughout Pawtucket and the Central Falls communities of Rhode Island. We have built and own over 250 apartments in Pawtucket and Central Falls. Our apartment communities offer quality and affordable housing units to both residents and the community-at-large.

Please be sure to fill out this entire pre-application and submit all the required documents. If the pre-application is not complete and all documents requested are not submitted; the application will be considered incomplete and not be processed. If a question does not apply to your situation, then please mark N/A, do not just leave blank. When you calculate income, please fill in the MONTHLY amount that you receive BEFORE taxes are taken out (not weekly or bi-weekly).

PLEASE RETURN YOUR COMPLETED, SIGNED APPLICATION AND SUPPORTING DOCUMENTS TO THE ADDRESS BELOW:

**PCF Development Office
204 Broad Street, Pawtucket, RI 02860**

FOR ADDITIONAL INFORMATION, PLEASE CONTACT:

Cindy Brophy, Asset Manager
Email: cbrophy@pcfdevelopment.org
P: 401-726-1173 x15

PCF Development also offers the following:

- Homes For Sale for 1st time homebuyers
- A Homeownership Program includes Homebuyer Education courses in English and Spanish with one-on-one counseling to discuss credit, budgeting and savings and help you achieve your dream of homeownership.

For more information about PCF Development's Homeownership Program, please contact:

Dianny Melusky, Director of Homeownership

Email: dmelusky@pcfdevelopment.org

P: (401) 726-1173 x12





Dear Applicant:

Please bring the following documentation for all household members planning to occupy the apartment.

- _____ Photo ID for all household members 18 years and older
- _____ Social Security Cards for all members
- _____ Birth Certificate/Passports for all minors
- _____ Alien Registration/ Permanent Resident Card, if Non-Citizen

Income Documentation for all members (if applicable)

- _____ 2 Full months of paystubs
 - 9 most recent paystubs, if you get paid weekly
 - 6 most recent paystubs, if you get paid bi-weekly
- _____ If self-employed, most recent full tax return (complete with 1040s, Schedule C and SE, 1099's)
- _____ Current Award Letter if receiving Social Security/SSI/SSP, AFDC/FIP (letter not older than 30 days) with printed balance receipt from ATM along with copy of Direct Express Card.
- _____ Child Support/Alimony Information (ex. Court Order/ 13 Month Print Out)
- _____ Any other source of Income with name and address

Please note if all documentation is not received with your application at the time of submission, your application will be deemed incomplete and will not be placed on the current waitlist.

Any potential tenants over the age of 18 must provide a photo ID, all sources of income and/or student transcript. Additional documents for income and assets may be required.

If you have any questions regarding the application, please contact the office at 401.726.1173 x15. Thank you for your interest in PCF Development.



Management Use Only
Date Received: _____
Time Received: _____
Unit Size: _____
Unit Type: _____

**PCF Development Rentals
Pre-Application**

Bedrooms needed: _____

Name: _____ Date of Birth: _____ Last 4 digits of SSN: _____
 Address: _____ City/State/Zip: _____
 Phone: _____ Secondary Phone: _____ Email: _____

	Name	Relationship to head	Birth Date	Social Security Number (last 4)	Student Y/N
Head		Self			

Residential History:

Current Landlord Information:	Previous Landlord Information:
Length of Residency: _____ Rent: _____	Length of Residency: _____ Rent: _____
Name: _____	Name: _____
Address: _____	Address: _____
Phone: _____ E-mail: _____	Phone: _____ E-mail: _____

Employment Information:

Current Employer #1: _____ Address : _____
 Phone Number: _____ Length of Employment: _____ Position: _____ Salary Amount: _____

Current Employer #2: _____ Address : _____
 Phone Number: _____ Length of Employment: _____ Position: _____ Salary Amount: _____

Other sources of income: Type: _____ Amount/Frequency: _____
 Type: _____ Amount/Frequency: _____

Asset Information:

Bank Account: Checking Account: Bank name _____ Current Balance _____
 Savings Account: Bank name _____ Current Balance _____

Other Assets (Virtual, Debit Cards, etc): Type _____ Current Balance _____
 Other Assets (Virtual, Debit Cards, etc): Type _____ Current Balance _____



Have you or any member of your household ever been convicted of a felony? Yes _____ No _____
If yes, please explain: _____

Has any landlord ever had to take legal action against you or any other household member for non-payment of rent and/or any other material non-compliance of your lease that resulted in your appearance in court?
Yes _____ No _____ If yes, please explain: _____

Have you been denied housing in the last 5 years? Yes _____ No _____
If yes, please explain: _____

Do you require an apartment modified for a wheelchair? Yes _____ No _____ If yes, please provide verification of need
Do you require any special accommodation on the basis of a handicap or disability? Yes _____ No _____
If yes, please state what special accommodations you require. _____
(Answering "no" does not preclude any subsequent request for accommodation to a disability). If yes, you must provide verification of need.

Are you or any member of your household subject to a registration requirement under a state sex offender registration program? Yes _____ No _____ If yes, please explain and indicate where. _____

Do you have any pets? Yes _____ No _____ If yes, please explain _____

Please note that this is a preliminary application and in no way insures occupancy. Additional information may be required to complete processing of your application. I hereby give PCF Development authorization to investigate pertinent information in this application in order to determine my eligibility for housing or as a guarantor. I understand that this may include but is not limited to income verifications, landlord references, credit check, and criminal background checks. A false statement or misrepresentation can result in our removing your application for consideration.

Applicant Signature: _____ Date: _____

