

Paradise Community Village  
1001 Village Parkway  
Paradise, CA 95969

## **COMMUNITY INTEREST FORM**

The Community Interest Form is to be completed to be put on our waitlist. It does not mean you have been approved for a unit. When a unit becomes available and you are next on the waitlist, you will receive a call to come into our office and complete an application packet with your most current information at that time. Upon receiving the application packet, we will start processing your information to see if you qualify for the available unit. **If there is a change in your phone number or income or household size, it is your responsibility to update that with our office. If you do not update the contact information and we are unable to contact you at the time of unit availability, you will be removed from our waitlist.**

### **1-2-3 BEDROOM APARTMENTS** (Based on GROSS Household Income)

*Paradise Community Village Apartments are affordable housing based on total gross household income. To be added to our waitlist, you must be within income guidelines set forth by California Tax Credit Allocation Committee and the HOME program and be willing to have your credit and your landlord references verified.*

#### **Rents Effective 05/01/16**

*(rents subject to change pending release of current year published limits)*

1-Bedroom Apartments:	from \$258 up to \$590 (requires 1 to 3 persons)
2-Bedroom Apartments:	from \$311 up to \$709 (requires 2 to 5 persons)
3-Bedroom Apartments:	from \$356 up to \$816 (requires 4 to 7 persons)

Paradise Community Village rents 35 apartments:

12 - 1-Bedroom Units (618 sq. ft.)

12 - 2-Bedroom Units (including 2 wheelchair-accessible units, 1 hearing/vision assisted unit) (856 sq. ft.)

11 - 3-Bedroom Units (1332 sq. ft.)

Each unit is furnished with refrigerator, range, garbage disposal, dishwasher, ceiling fans, and phone/cable/satellite hook-ups. Resident Services, Computer Lab and Laundry room are on-site. Tenant pays gas and electricity. Owner pays water and garbage.

#### **INCOMPLETE FORMS WILL NOT BE ACCEPTED**

If you have any questions or need help completing the form, please call 530-872-1210 during regular Business Hours.



#### **BUSINESS HOURS**

**9:00 AM TO 12:00 NOON - MONDAY-TUESDAY- WEDNESDAY -FRIDAY**  
**1:00 PM TO 4:00 PM - THURSDAY**



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**SELECTION CRITERIA**

All individuals applying for an apartment must meet the following criteria to be accepted as a resident of Paradise Community Village Apartments. This criterion contains but is not limited to the following:

1. Applicant must qualify by not being over current income limits, as set forth by California Tax Credit Allocation Committee (CTCAC ) and the HOME Program.  
Paradise Community Village and CHIP standard policy is to maintain our applicant waitlist in chronological order. If applicant qualifies and the unit being offered is at a higher AMI income level than for which they qualify, then we offer them "first right of refusal" on that unit. If applicant refuses the higher level unit being offered, then they can remain on the waitlist.
2. Applicant must accept the first unit offered if it is at the AMI income level for which they qualify or their application will be withdrawn.
3. Before your names are added to the waitlist at Paradise Community Village Apartments, it is necessary that Applicant(s) must furnish a valid photo I.D. (ex: driver's license or state issued I.D.). Social Security Card is also preferred, but not mandatory. *If your application does not have proof of identity, it will be returned to you.*
4. Applicant must have positive landlord endorsement. Negative endorsement defined: Three (3) or more late payments in any twelve (12) month period; Outstanding debt to any previous landlord; Eviction; Repeated Behavior Problems; Lease or Rental Agreement Violation; Willful misconduct; Excessive Uncleanliness; Drug Activity. Applicant(s) agrees that the illegal use of a controlled substance which includes marijuana in any form, whether for medicinal or recreational purposes, is not allowed under Section 577 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA). By signing below, Tenant(s) understands that non-compliance of QHWRA will be "good cause" for eviction.); Any conduct that would be grounds for termination of residency at Paradise Community Village.
5. Any attempt to defraud Paradise Community Village Apartments is grounds for application denial, including but not limited to: Non-disclosure of income; Falsifying any documentation; Falsification or non-disclosure of residences.
6. Applicant must disclose income sources including, but not limited to: Unemployment; Employment; Social Security; Supplemental Social Security; Pension; Disability; Alimony; Child Support; Welfare and other Public Assistance; Regular Support from Family or Friends; Savings Accounts (ex: CD's, IRA etc.), Checking Accounts; Real Estate; Stocks, Bonds; Trusts and other investments; Educational Grants and Scholarships; Any assets sold below market value in the last two (2) years.
7. Applicants must have positive credit. Minimum acceptable requirements:  
Positive credit:
  - At least 1 current Account in good standing (paid "as agreed" or no outstanding balance)
  - Applicants without any Credit History may be accepted.Negative credit:
  - No more than 3 items in "Collections" or "Charged-Off" Accounts within the last 3 years (medical and student loan accounts are not counted)
  - Accounts with late payments are not counted
  - Accounts transferred/sold to "Other Lenders"/ " Collection Agencies" are counted as 1 "negative" Account
  - Utility Accounts (e.g. PG&E): None in "Collections" or "Charged-Off" status (unless proof of payment is provided by Applicant)
  - Bankruptcies: If within the last 3 years, you may have no more than 1 item in "Collection" or "Charged-Off" during the last 3 year period
  - Evictions: An Eviction occurring within the last 3 years will be good cause for rejection of your application
8. Applicants must agree to sign all necessary forms pertaining to income and information verification.

Falsification of any information is grounds for immediate application denial. Applications are processed according to guidelines that comply with the articles set forth by the Department of Housing and Community Development.

By signing you are giving Paradise Community Village Apartments permission to perform a standard background check including, but not limited to, verification of all information presented by you in this form.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



Revised 07/16/15

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### WAITING LISTS

Paradise Community Village Apartments maintains waiting lists under CTCAC guidelines contained in the CTCAC Program Operations Manual.

All of the apartments have a below market rental rate which makes them very desirable to the public and therefore the demand for them is high.

Approved applicants are put on the waiting list according to date and time application is received into the business office. When units become available, offers of the units are made according to date and time on the application. It is your responsibility to contact the office, in writing, to notify of address and phone number changes. ***If this office attempts to contact you twice by phone and/or mail, and is not successful because you have changed your phone number and/or address, your application will be withdrawn.***

Restrictions and regulations governing in-house transfers are uniformly enforced. The respective circumstances and dated applicant submissions are subject to certain regulatory statutes that allow for priorities such as unit over utilization. Other restrictions may govern some or all portions of transfers. The in-house waiting list is consulted first when a unit is available.

Subsequently, any approved applicant is given preference for ADA accessible units.

By signing this form, you certify that you have read and understand the *Selection Criteria* and *Waiting Lists*.

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Applicant Signature

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Date

In carrying out our Tenant Selection Plan and Waiting List, there will be no discrimination on the basis of race, color, creed, religion, national origin, citizenship, ancestry, sex, sexual orientation, familial status, marital status, disability, military/veteran status, source of income, age, or other basis prohibited by local, state or federal law in any aspect of tenant selection, waiting list or matters related to continued occupancy.



Revised 07/16/15



**CHIP**

# Community Interest Form

How did you hear about us? \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Date/Time received: \_\_\_\_\_

APPLICATION # \_\_\_\_\_

HOUSEHOLD ID # \_\_\_\_\_

Community Name: \_\_\_\_\_ Total monthly Income (from all sources): \$ \_\_\_\_\_ X's 12 = \$ \_\_\_\_\_

Applicant Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Social Security # \_\_\_\_\_

Adult Co-Applicant Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Social Security # \_\_\_\_\_

Other member names: \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_ / \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_

Other member names: \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_ / \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_

Number of people in Household: \_\_\_\_\_ Unit size preferred: \_\_\_\_\_ Do you have Section 8: \_\_\_\_\_

Current Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Message Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Are you requesting an accessible unit (check all that apply):  Wheelchair  Hearing/Vision  Special Needs  Other \_\_\_\_\_

**Ethnicity** (optional): 1 = Hispanic or Latino 2 = Not Hispanic or Latino

**Race** (optional) please circle one or more of the following;

1 = White 2 = African American 3 = American Indian/Alaskan Native 4 = Asian 5 = Native Hawaiian/Pacific Islander 6 = Other

***If there is a change in your information it is your responsibility to update that with our office. If you do not update the contact information and we are unable to contact you at the time of unit availability, you will be removed from our interest list.***

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**OFFICE USE ONLY: COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_