



**Application for housing located at Canticle Court
3201 S. Lake Dr. St. Francis, WI 53035**

Canticle Court is a HUD Subsidized section 8 property where rents are based on 30% of the adjusted gross monthly income. Heat and electric are included in the rent. Phone, cable & internet are not included in the monthly rent.

IMPORTANT

To qualify for our apartments and get a spot on our waiting list you **MUST** be able to **MEET** and **COMPLETE ALL** of the following requirements:

Eligibility Requirements:

1. Applicant **MUST** be the Head of Household (HOH) over the age of 62 OR has a disability and at least 18 years of age.
2. Applicant's household **MUST** meet the HUD established low-income requirements.
3. Applicant's household **MUST** meet all screening requirements.
4. Applicant **MUST** complete the entire application packet and return it.

Introduction to the Waiting List:

If you qualify for the type of community Canticle Court is, your name will be added to the waiting list.

The Occupancy Specialist will verify that your application is filled out correctly and completely.

****Please note that an incomplete application cannot be processed and it will be returned to you. So please make sure that it is FILLED out. ****

When the applicant's name is near the top of the list, you will be contacted by MAIL. It is important to notify us immediately if you move to a new address, you get a new telephone number, or you have any new family members. If you do not notify us of a change in address or phone number and we are unable to reach you, your application may be considered closed and you will need to re-apply.

Canticle Court is professionally managed by St. Clare Management, Inc.

Rental office is located at 3209 S. Lake Dr. St. Francis, WI 53235

Application for Housing at Canticle Court

3201 S. Lake Drive St. Francis, WI53235

Please return application to: Canticle Court Rental Office, 3209 S. Lake Drive St. Francis, WI 53235

414-744-5878, ext. 202 Office or 414-744-7636 fax

Eligibility Requirements:

- 1. Applicant's household **MUST** meet the HUD established income requirements.
- 2. Applicant's household **MUST** meet all screening requirements.
- 3. Applicant **MUST** complete the entire application packet and return it.

Are you the Head of the Household ? Yes _____ No _____

Would anyone in the household benefit from having a unit with accessibility features Yes _____ No _____

Full Name (include middle initial)	Date of Birth	SSN
_____	_____	_____

Are you a US Citizen Yes _____ No _____ What is your marital status? _____

Are you a Student at this time? Yes _____ No _____ (If yes, please be prepared to provide documentation)

What is your current phone number? _____

Rental History

Please provide all of the addresses that you have lived at in the past seven years. If you lived in more than 3 places in the last 7 years please provide the additional addresses on another sheet of paper and attach it to the application. If you do not complete this section, your application will be considered incomplete and will be returned to you.

Current address (include City, State and Zip Code)	How long	Landlord name and contact information
Previous address (include City, State and Zip Code)	How long	Landlord name and contact information
Previous address (include City, State and Zip Code)	How long	Landlord name and contact information

Who else will be living with you? Please list each household member, including live in aids.

Full Name (include middle initial)	Date of Birth	SSN	Relationship to Head of Household
_____	_____	_____	_____
_____	_____	_____	_____

Background

Are you or any others living in your household currently receiving assistance from HUD? _____

Have you or any other member of your household been involuntarily displaced from your home? (Natural disaster, fire, foreclosure)

Yes _____ No _____

Have you ever been evicted? Yes _____ No _____

(If yes, please provide the address and landlord contact information relating to the eviction.)

Have you ever been convicted of illegally manufacturing or distributing of a controlled substance?

Yes _____ No _____

If yes, please explain.

Each applicant must list each state he/she has ever resided in. _____

Are you listed on the Lifetime Sex Offenders Registry of any state? If so, list state. _____

Income

Do you receive social security or disability benefits? (circle one) If so, how much? _____

Do you have any other income? (employment, W2, child support, alimony, etc)? _____

Where did you learn about our apartments? _____

I certify that the information on my application for admission is full, true, and complete to the best of my knowledge. I certify that all persons living in my household are listed on this application and that I have stated all income and all monies received by any and all members of my household.

If it is found that I have misrepresented the facts contained in my application, this is sufficient to deny my application, terminate my lease, or evict my family. I further certify that this entire statement has been read to me and/or by me.

Signature of Applicant

Date

Signature of Co-applicant or Spouse

Date

Canticle Court is sponsored by The Sisters of St. Francis of Assisi and are professionally managed by
St. Clare Management, Inc.
www.stclaremgt.org

Please return application to:

**Juniper Court Rental Office, 3209 S. Lake Drive St. Francis, WI 53235
414-744-5878, ext. 202 Office or 414-744-7636 fax**

