

Pelican Bay Apartments
9826 West Arms Drive
Crystal River, FL 34429
Phone: (352) 795-7793
January 1, 2015

Dear Applicant:

Thank you for expressing an interest in Pelican Bay Apartments. The rental apartments are financed and managed under the Federal Low Income Housing Tax Credit Program received through the Florida Housing Finance Corporation and the USDA Rural Housing Service under its rural rental housing program. Under these programs, very low and low-income households can qualify for monthly rental rates starting at \$617 for a one bedroom apartment home; with rental rates based on the applicant household's gross annual income. Rental assistance is available to income eligible households. Please complete and return the enclosed rental application to the above noted address.

Community Features

- 22 one bedroom, one bathroom apartments (range from 612-622 square feet).
- 50 two bedroom, one bathroom apartments (range from 720-804 square feet).
- 12 three bedroom, two bathroom apartments (range from 954-1029 square feet).
- Community building for resident activities.
- Covered picnic areas with grills and Outside recreation facility
- Playground/tot lot
- On site laundry facility
- Homebuyer Education Program (financial assistance with purchase of a home), Job Training Classes on site with Computer Lab, Welfare to Work or Self-Sufficiency Program.

Home Features:

- Carpet throughout with easy care vinyl tile in kitchen and baths.
- Conveniently pre-wired for telephone and cable TV
- Window treatments (mini blinds) at all windows.
- Central heat and air conditioning.
- Complete appliance package including automatic defrost refrigerator, range with vent-a-hood
- Double compartment stainless sink with garbage disposal.
- Eat-in kitchen, dining area
- Bathroom vanity, shower and tub
- Private Patios

Rental Information

- \$25. Credit check fee is requested from each adult applicant (payable after preliminary review, prior to credit check).
- Refundable Security Deposit Required.
- Pelican Bay does not permit pets. Assistance animals permitted with management approval based on documented need.
- Resident responsible for electric, telephone and/or cable TV
- Site manager and staff will provide prompt attention to service requests.



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Occupancy Eligibility

Tenant Selection Procedures
March 6, 2015

Income Limits Apply

Pelican Bay Apartments has been allocated certain tax incentives under the Federal Low Income Housing Tax Credit (L.I.H.T.C.) program. The rental community is also financed by the U.S.D.A. Rural Housing Service (RHS) under its rural rental housing program. The RHS loan and LIHTC equity are enabling the subject rental property to be substantially renovated and rehabbed. Both the RHS and LIHTC program has maximum income limits which are applicable and which can not be exceeded in order to be eligible for initial occupancy or move-in. Fifteen percent of the total units can be leased to households whose gross annual income does not exceed 35% of the Area Median Income for Citrus County, FL with the remaining 85% of the units restricted to households with income not exceeding 60% of the Area Median Income (AMI) limit, adjusted for household size. Similarly, applicants must demonstrate that they have the financial wherewithal or ability to pay their rent, utilities and meet other basic living expenses. The maximum gross annual income requirements are as follows:

<u>Household Size</u>	<u>Maximum</u>	
	<u>35% AMI</u>	<u>60% AMI</u>
1 Person	\$13,265	\$22,740
2 Persons	\$15,155	\$25,980
3 Persons	\$17,045	\$29,220
4 Persons	\$18,935	\$32,460
5 Persons	\$20,440	\$35,040
6 Persons	\$21,980	\$37,680

Rental Rates*

The unit sizes and rents are as follows:

<u>Number of Units</u>	<u>Units Size</u>	<u>Rental Rate</u>
10	1 Bedroom/1Bath (Small)	\$617
12	1 Bedroom/1 Bath (Large)	\$625
20	2 Bedroom /1 Bath (Small)	\$701
30	2 Bedroom Large/1 Bath (Large)	\$766
6	3 Bedroom Small/2 Bath (Small)	\$882
6	3 Bedroom Large/2 Bath (Large)	\$940

***Resident responsible for electricity, telephone and/or cable TV.**

Rental assistance is available for income eligible households.

Household Size

The occupancy standard or eligibility based on household size is a follows:
(Unless otherwise specified by local Occupancy Codes)

<u>Number of Persons</u>	<u>Unit Size</u>	<u>Minimum</u>	<u>Maximum</u>
	1 Bedroom/1 Bath	1	2
	2 Bedroom/1 Bath	2	4
	3 Bedroom/2 Bath	3	6



Pets

Pelican Bay does not permit pets. Assistance animals needed to accommodate a handicap or disability are not considered to be a pet and no deposit will be required. Applicants requiring assistance animals must provide written documentation of need.

Tenant Selection Criteria

- 1 Applicants are offered apartments on a first come-first serve basis using the date and time the completed and signed application is received by management.
- 2 A nonrefundable \$25 credit check fee is requested from each adult applicant. Credit reports are ordered after the applicant has been determined income and age eligible.
- 3 All gross annual household income and assets must be disclosed and documented or verified before move-in.
- 4 Applicants must meet Internal Revenue Services (IRS) Section 42 income eligibility requirements in order to be considered for resident selection. Applicants will be considered ineligible if the gross annual income is greater than the maximum applicable income limit. Households in which all household members are full-time students will also be ineligible (with certain exceptions).
- 5 Applicants must have satisfactory credit references, be able to document good landlord or mortgagee references for three (3) full years immediately preceding the date of move-in. Applicants must also have clean or satisfactory criminal histories or backgrounds and not be on Florida's sexual predator list.
- 6 Applicants must have legal capacity to enter into a written one-year lease contract.
- 7 If there are minors in the household, applicants must document that one adult in household is parent or has legal guardianship/custody of the child.
- 8 Applicants shall NOT currently be engaging in the illegal use of a controlled substance. Applicants shall NOT have been convicted of the illegal manufacture or distribution of a controlled substance. Applicants may be rejected for conviction of fraud, theft, drugs, assault and battery, or any violent crime, misdemeanor, or for numerous convictions of illegal activity.
- 9 Under special circumstances, management will consider accepting a co-signer/guarantor to offset a poor or unsatisfactory credit/landlord history. Similarly, documentation of regular, recurring gifts or financial contributions from others with appropriate documentation may be used when an applicant does not have sufficient household income to qualify for move-in.
- 10 A refundable security deposit in an amount equal to the federal approved basic monthly rent must be paid on or before the move-in date, any pro-rated or first month's rent must be received and all lease forms must be signed before management will provide resident the keys.
- 11 Rejected applicants will be notified in writing of the reason for rejection and their right to appeal.

NON-DISCRIMINATION STATEMENT

"This institution is an equal opportunity provider and employer".



EQUAL HOUSING
OPPORTUNITY

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at.program.intake@usda.gov.

