



# W.B. Apartments, LLC

Paradise Acres, Pinebrook Apartments

& Thunder Bay Apartments

2026 North Bagley St. Alpena, MI 49707

Ph: 989-354-2023 Fax: 989-354-0059 thunderbay@thunderbayapartments.net

This Preliminary Rental Application is used to process applicants for all of our rental properties including:

Paradise Acres, 3988 Werth Road, Alpena, MI 49707

Pinebrook Apartments, 1005 Long Rapids Road, Alpena, MI 49707

Thunder Bay Apartments, 2026 N Bagley Street, Alpena, MI 49707

We have a selection of 1, 2 or 3 bedroom apartments and townhouses throughout Alpena. The majority of them are considered Market Rent / Conventional; which means that the tenant is responsible for the full rental amount and any utilities not included with that rent.

There are 40 HUD Section 8 subsidized apartments at Thunder Bay Apartments. They comprise of 20 one bedroom apartments and 20 two bedroom apartments. The rental amount for those units are configured electronically once all income and asset information is gathered, and calculated at 30% of the households GROSS annual income. We currently have a waiting list for the subsidized units. Upon returning your completed application, your name is placed on that list in the order it is received. Once you get close to the top of the list, you will receive correspondence from this office asking you to update any information and if you are still interested in housing. At that time, you may be asked to set up an appointment to provide income/asset info. We do not collect any of that data until you reach the top of the list, as financial information changes frequently and would be out of date if provided along with the application.

PLEASE NOTE: as part of our approval process, we run background checks for criminal and credit screening. We use several sources including Michigan OTIS, CBC Invoice credit, and the Michigan Sex Offender Registry. Landlord verification will also be required.

## PRICE INFO: *\*\*current prices effective 1/1/2023\*\**

	<u>1 BDRM</u>	<u>2 BDRM</u>	<u>3 BDRM</u>	<u>SD</u>
Paradise Acres	\$575	\$800	\$1,000	same as rent
Pinebrook Apartments	N/A	\$675	\$800	same as rent
Thunder Bay Apartments	\$550/\$575	\$625/\$675	N/A	same as rent

**Utilities included with rent:** Water / Sewer, Trash, Yard Service, Snow Plowing

**Tenant Pays:** Natural Gas Heat, Electricity.

*\*\*Exception: Paradise Acres also includes HEAT.\*\**



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# W.B. Apartments, LLC

Paradise Acres, Pinebrook Apartments  
& Thunder Bay Apartments  
2026 North Bagley St. Alpena, MI 49707  
Ph: 989-354-2023 Fax: 989-354-0059

## PRELIMINARY RENTAL APPLICATION

Please note: this is a preliminary application and gives you no lease or rent rights. Answer all questions. If something does not apply, write N/A. Incomplete applications will not be considered.

**Unit Size: (Circle One)** 1 2 3 Bedroom **Type: (Circle One)** Income Based or Conventional

**Do you or a member of your household qualify for a unit designed for persons with physical disabilities? Yes or No**

**Applicant:** \_\_\_\_\_ **Ph: ( )** \_\_\_\_\_

**Co-Applicant:** \_\_\_\_\_ **Ph: ( )** \_\_\_\_\_

Applicant's History	Co-Applicants History
Current Address: _____ Date: From _____ To _____ Rent: \$ _____ Reason for Moving: _____ Current Landlord: _____ Landlord Address: _____ Phone: ( ) _____	Current Address: _____ Date: From _____ To _____ Rent: \$ _____ Reason for Moving: _____ Current Landlord: _____ Landlord Address: _____ Phone: ( ) _____
Previous Address: _____ Date: From _____ To _____ Rent: \$ _____ Reason for Moving: _____ Current Landlord: _____ Landlord Address: _____ Phone: ( ) _____	Previous Address: _____ Date: From _____ To _____ Rent: \$ _____ Reason for Moving: _____ Current Landlord: _____ Landlord Address: _____ Phone: ( ) _____
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**For Office Use Only** Name: \_\_\_\_\_ Date Rec'd \_\_\_\_\_ Time Rec'd \_\_\_\_\_ Initials \_\_\_\_\_ Conv S8 1 2

## EMPLOYMENT HISTORY

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### HEAD OF HOUSEHOLD

Most Recent / Current Employer: \_\_\_\_\_

Address of Employer: \_\_\_\_\_ Phone: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Position Held: \_\_\_\_\_

Salary / Wage: \_\_\_\_\_ Per: \_\_\_\_\_ Circle one: Full Part Time

Approx hours worked per week: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

TOTAL INCOME \$ \_\_\_\_\_ (Circle one) Monthly or Annually

\*If income is not from employment, list what source: \_\_\_\_\_

**I hereby certify that the above statements are true and that I have not provided any false or misleading information, to the best of my knowledge.**

\_\_\_\_\_  
Head of Household Signature

\_\_\_\_\_  
Date

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### CO-APPLICANT / SPOUSE Employment History:

Most Recent / Current Employer: \_\_\_\_\_

Address of Employer: \_\_\_\_\_ Phone: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Position Held: \_\_\_\_\_

Salary / Wage: \_\_\_\_\_ Per: \_\_\_\_\_ Circle one: Full Part Time

Approx hours worked per week: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

TOTAL INCOME \$ \_\_\_\_\_ (Circle one) Monthly or Annually

\*If income is not from employment, list what source: \_\_\_\_\_

**I hereby certify that the above statements are true and that I have not provided any false or misleading information, to the best of my knowledge.**

\_\_\_\_\_  
Co-Applicant / Spouse Signature

\_\_\_\_\_  
Date



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## **STUDENT INFORMATION:**

To be eligible for Section 8 assistance, an applicant who is a student, is under 24 years of age, is not a veteran, is unmarried and does not have a dependent child, both the applicant and the applicant's parents must meet the applicable income limits except as discussed in HUD's Guidance on the Student Eligibility Rule.

I (Applicant or Co-Applicant) am presently a student. ☐ Yes ☐ No

I (Applicant or Co-Applicant) was a student sometime during the past twelve-month period or anticipate becoming a student at sometime during the upcoming twelve-month period. ☐ Yes ☐ No

Name and address of School: \_\_\_\_\_

As a student my tuition is paid for by: \_\_\_\_\_

## **HOUSEHOLD MEMBERS:**

**REQUIRED INFORMATION:** List all info for persons who will be occupying the apartment.

Name	MI	Relationship	Gender	Birth Date	SSN
1.		Head of House			
2.					
3.					
4.					
5.					
6.					

## **INCOME & ASSET INFORMATION**

Please list all INCOME and ASSET information for all occupants of the household

Income Source:			Assets: Do any household members own:		
1.	\$	Per	Real Estate \$	Y	N
2.	\$	Per	Land contracts \$	Y	N
3.	\$	Per	Savings Act \$	Y	N
4.	\$	Per	Checking Act \$	Y	N
5.	\$	Per	Stocks / Bonds \$	Y	N
6.	\$	Per	Other Assets \$	Y	N

## **GENERAL INFORMATION**

Please answer all of the following questions. **Knowingly providing any false information may make you ineligible for an apartment. Failure to answer any questions will be considered an incomplete application.**

1. Do you or any member of your household live or ever lived in subsidized housing? ☐ Yes ☐ No

If yes, where and when? \_\_\_\_\_

2. Have you or any member of your household ever been evicted or otherwise involuntarily removed from rental housing due to a fraud, non-payment of rent, failure to cooperate with recertification procedures, violation of House Rules, or any other reason? ☐ Yes ☐ No If yes, Please explain. \_\_\_\_\_



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3. Have you or any member of your household ever been charged with, convicted of, or involved in a felony, or a misdemeanor other than a traffic violation? (involved in includes being present during one of the above) ☐ Yes ☐ No  
If yes, please explain: \_\_\_\_\_

4. Do you or any member of your household use an illegal drug or controlled substance? ☐ Yes ☐ No  
Explanation: \_\_\_\_\_

5. All applicants for admission must provide a complete list of states in which any household member has resided.

6. Are you, the applicant(s) or any member of the applicant's household, subject to a sex offender registration requirement in any state? ☐ Yes **State(s):** \_\_\_\_\_ ☐ No

7. Have you or any member of your household ever used a name other than the one given in this application?  
☐ Yes ☐ No If yes, please explain \_\_\_\_\_

#### **AUTHORIZATION & CONSENT TO RELEASE:**

**I/We understand the information in this application will be used to determine eligibility for a unit and that this information will be checked. I/We have read and understand all information in this application and certify that all the information provided, including any criminal history, past rental information and income and asset information is complete and accurate.**

**All information contained in this application is treated confidentially. No information will be revealed to anyone without express written consent of the applicant.**

**I fully understand that Title 18, Section 1001 of the United States Code stated that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any departments or agency of the United States, I therefore certify that the foregoing information is true and complete to the best of my knowledge. I authorize Management to verify the statements included herein. If in residency, falsified statements shall be grounds for eviction.**

**In signing this consent, you are authorizing the owner and/or Management Agent of W.B. Apartments, LLC, to which you are applying for occupancy, to request and/or verify information from a third party about you.**

**Management has the right to investigate and verify my credit, employment, and income records and to order a credit and criminal report on myself. Management has the right to investigate and request written information on my present and past rental reference(s).**

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

\_\_\_\_\_  
Co-Applicant Signature

***I/We hereby certify that all information provided in this application is complete and accurate. I/We fully understand that Title 18, Section 1001 of the United States Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any departments or agency of the United States.***

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

\_\_\_\_\_  
Co-Applicant Signature



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**NOTICE OF PENALTY  
TO RECEIVE HUD ASSISTANCE IN MULTIPLE UNITS  
\*\*REQUIRED\*\***

Applicant Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

I/We understand that my application to move to THUNDER BAY APARTMENTS with the rest of my household members has met preliminary eligibility requirements.

I have indicated on the application that:

☐ I am not currently receiving HUD assistance in another unit/complex.

☐ I am currently receiving HUD assistance in another unit/complex.

According to the current HUD lease, residents must provide a 30 day notice to the agent managing the property where assistance is currently provided.

If the owner/agent discovers that any household member failed to move out of a HUD assisted residence before moving to THUNDER BAY APARTMENTS, no rent subsidy or utility allowance will be provided by the Department of Housing and Urban Development for the entire household until the date after the move out is complete. Household members will be responsible for paying the market rent until qualified to receive HUD assistance on this property. Any assistance paid in error must be returned to HUD.

☐ I am the recipient of a housing voucher.

I understand that HUD prohibits residents from benefiting from Housing Voucher assistance in a unit assisted through Section 8, Rent Supplement, RAP, Section 202 PAC or Section 202 or 811 PRAC. All household members must be removed from, or forfeit, the voucher before receiving HUD assistance for a unit on this property. If the owner/agent discovers that any household member failed to give up current HUD assistance before moving to Thunder Bay Apartments, no rent subsidy or utility allowance will be provided by the Department of Housing and Urban Development until the day after the move out is complete. Any assistance paid in error must be returned to HUD.

Household members will be responsible for paying the market rent until qualified to receive HUD assistance on the property.

This information will be verified prior to move in using the Existing Tenant Report in EIV. If these reports contain conflicting information, or if the verification of information indicates that the information provided by applicants is not true, then the owner/agent will reject the application based on misrepresentation of information.

The information will be reviewed after move in using the Multiple Subsidy Report in EIV. If the owner/agent discovers that any resident received or attempted to receive subsidy in multiple units, the owner/agent will pursue action as indicated by HUD up to eviction and pursuit of fraud.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Co-Applicant

\_\_\_\_\_  
Date



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## **NOTIFICATION OF NONDISCRIMINATION ON THE BASIS OF HANDICAPPED STATUS (504)**

W.B. Apartments, LLC does not discriminate on the basis of handicapped status in operations of this development. The person below has been designated to coordinate the compliance with the Department of Housing and Urban Developments regulations implementing Section 504.

Sarah Nunez, COS  
2026 N. Bagley Street  
Alpena, MI 49707  
989-354-2023

***THUNDER BAY APARTMENTS DOES NOT DISCRIMINATE AGAINST ANY PERSONS BECAUSE OF RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS, SEXUAL ORIENTATION OR NATIONAL ORIGIN.***

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### **VOLUNTARY INFORMATION FOR GOVERNMENT MONITORING PURPOSES**

The following information is requested by the Michigan State Housing Development Authority to monitor this marketing agent's compliance with Equal Credit Opportunity and Fair Housing Laws. The law provides that a leasing agent may neither discriminate on the basis of this information nor on whether or not it is furnished. Furnishing this information is optional. If you do not wish to furnish the following information please initial below.

**APPLICANT:** I do not wish to furnish this information (initials) \_\_\_\_\_

**RACE / NATIONAL ORIGIN:** \_\_\_\_\_ American Indian \_\_\_\_\_ Alaskan Native \_\_\_\_\_ Asian  
\_\_\_\_\_ Pacific Islander \_\_\_\_\_ Black \_\_\_\_\_ Hispanic \_\_\_\_\_ White **SEX:** \_\_\_\_\_ Male \_\_\_\_\_ Female

**CO-APPLICANT:** I do not wish to furnish this information (initials) \_\_\_\_\_

**RACE / NATIONAL ORIGIN:** \_\_\_\_\_ American Indian \_\_\_\_\_ Alaskan Native \_\_\_\_\_ Asian  
\_\_\_\_\_ Pacific Islander \_\_\_\_\_ Black \_\_\_\_\_ Hispanic \_\_\_\_\_ White **SEX:** \_\_\_\_\_ Male \_\_\_\_\_ Female



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