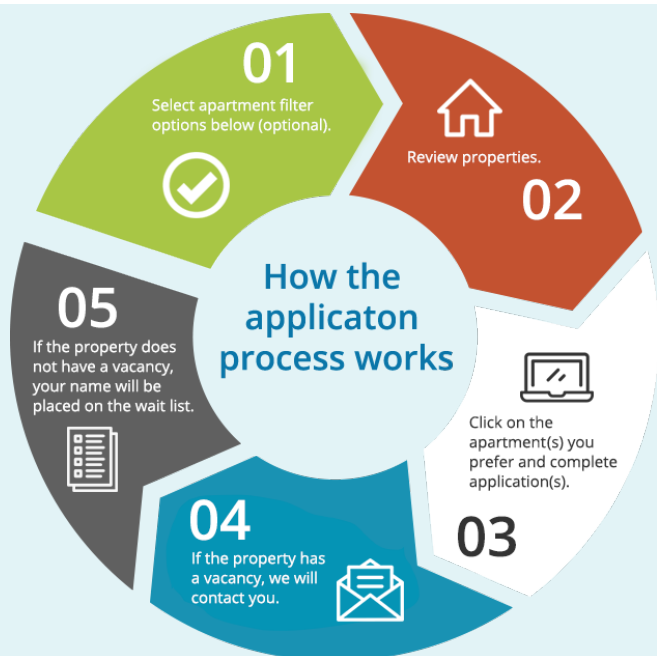


# How to Apply for Avesta Housing Properties



- 01** Visit <https://www.avestahousing.org/find-an-apartment>  
Select apartment filter options
- 02** Review properties (only those that are currently accepting applications are shown).
- 03** Click on the apartment(s) you prefer and complete an application for every one that you like.
- 04** If the property has a vacancy, we will contact you to tell you how to proceed and place your name on the waitlist in the meantime.
- 05** If the property does not have a vacancy, your name will be placed on the wait list.



## Frequently Asked Questions

### Can I make an appointment to get assistance with the application?

Yes, to best serve our applicants and residents, you must make an appointment.

### What types of housing and rent options does Avesta offer?

All properties have unique income guidelines, age restrictions, and qualifying factors:

**Subsidized properties:** rental rates are approximately 30% of the household's gross monthly income (before taxes).

**Non-subsidized properties:** rental rates are lower than market rate; applicants must meet monthly minimum income guidelines and annual maximum income guidelines.

### Does Avesta accept vouchers?

Avesta accepts portable housing vouchers at our non-subsidized properties.

### Can anyone apply? What is the application fee?

Yes, anyone is welcome to submit an application. Avesta does not charge an application fee.

### What is Avesta's pet policy?

Pet policy varies by building. Typically, one (1) cat would be allowed at non-subsidized properties, and one (1) cat or one (1) small dog would be allowed at subsidized properties. Service or support animals are allowed with medical verification.

### How many people can occupy an apartment?

We allow two (2) household members per bedroom. Only one (1) person may occupy a studio apartment. One (1) person is not allowed to occupy a two (2) bedroom apartment unless there is a documented medical need.

### What types of income are considered when determining eligibility for your programs?

Please provide all sources of income when applying for housing. We will review the sources for eligibility purposes.

### What kind of background information does Avesta check?

Background checks include the following\*:

- ✓ **Credit Reports** must support the household's ability to pay rent and evidence of a positive rent payment history. Items of concern are past due balances and collection accounts for utilities or landlord balances, excessive past due debt, and evictions. You can obtain a free credit report at [www.annualcreditreport.com](http://www.annualcreditreport.com).
- ✓ **Criminal History Checks** will be run on all adult household members. Some of the factors that will be considered in screening an applicant's criminal history are the nature and severity of any convictions, the degree of danger to the health, safety and security of other residents and/or to the property, and the amount of time that has passed since the conviction(s). Persons convicted of sexual offenses or are subject to a lifetime Sexual Offender registration requirement are permanently prohibited from admission to Avesta Housing managed properties.
- ✓ **Landlord References** are required in order to establish evidence of a positive resident history including rent payment history and lease compliance. Professional references may be accepted if there is evidence of a gap in landlord history. If you have been evicted in the last five (5) years, you may be rejected.

*\*Please note that it is an illegal act to make false statements to obtain federal housing assistance, which could lead to the cancellation of an application or termination of tenancy.*

### How long are the waitlists?

Each property maintains its own waitlist and the length varies from property to property. Unfortunately, we are unable to predict how long an applicant will be on a waitlist, and we are not able to provide applicants with the position they are on the waitlist. Please check our website to review which waitlists are currently open or closed.

### What do I do if I need a handicapped accessible unit?

If you require a handicapped-accessible unit, you should indicate that on your application. A status or a condition of an applicant or a household does not expedite the processing of an application; however, when an apartment becomes available that has handicapped accessible features, priority will be given to a resident or applicant who needs those features.

### What if I am unable to move when Avesta calls me with an apartment vacancy?


If you are unable to move at the time you are contacted, you will be moved to the bottom of all waitlists. If you provide a documented medical reason why you are unable to accept the apartment, then your name will remain in its current position on the waitlist. **Applicants must respond to all correspondence within the timeframes specified or you will be removed from ALL waitlists.**

### How much money will be required to pay at move-in?

You will be responsible for paying the first month's rent and a security deposit equal to one (1) month's rent.

### Who do I contact if I have questions?

One of our Intake Specialists is happy to help you:

 **CALL Toll free:** 800-339-6516 (voice/TTY) | **Phone:** 207-553-7777

