



A Rental Community by Pacific Housing Advisors

73-4411 Kakahiaka Street  
 Kailua-Kona, HI 96740  
 Phone: (808) 896-1118  
 Web: www.LokahiApartments.com

**For Office Use Only**

Date/Time Received: \_\_\_\_\_

Please PRINT  
clearly

## RENTAL APPLICATION FOR HOUSING

### For Low-Income Housing Tax Credit Properties

Applications are placed in order of date and time received.  
 Incomplete applications may not be considered.

An applicant must be interviewed only after the receipt of this tenant application.

Please complete this application and return with \$30 application fee if you are applying for a one or two bedroom unit (fee is waived for studio unit applications) to:

<b>Lōkahi Apartments</b>
<b>73-4411 Kakahiaka Street</b>
<b>Kailua-Kona, Hawai'i 96740</b>

PREFERRED BEDROOM SIZE

STUDIO

1 BDRM

2 BDRM

#### A. GENERAL INFORMATION

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

Current Address: Street \_\_\_\_\_ Apt.# \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Mailing Address: Street \_\_\_\_\_ Apt.# \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
 Do you  RENT or  OWN (check one) Amount of current monthly rental or mortgage payment: \$ \_\_\_\_\_

If owned, do you receive monthly rental income from property?  Yes  No (check one)

B. HOUSEHOLD COMPOSITION - List ALL persons who will live in the apartment.						
	Name List the head of household first (Last, First, MI)	Relationship to head	Birth Date	Age (optional)	SS#	Student Y/N
Head						<input type="checkbox"/> Yes <input type="checkbox"/> No
Co-Tenant						<input type="checkbox"/> Yes <input type="checkbox"/> No
3.						<input type="checkbox"/> Yes <input type="checkbox"/> No
4.						<input type="checkbox"/> Yes <input type="checkbox"/> No
5.						<input type="checkbox"/> Yes <input type="checkbox"/> No
6.						<input type="checkbox"/> Yes <input type="checkbox"/> No

Have there been any changes in household composition in the last 12 months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, explain:		
Do you anticipate any additions to the household in the next twelve months?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, explain		
Will <b>ALL</b> of the persons in the household be or have been <i>full-time students during five calendar months of this year or plan to be in the next calendar year</i> at an educational institution (other than a correspondence school) with regular faculty and students? <input type="checkbox"/> Yes <input type="checkbox"/> No		

**IF YES, ANSWER THE FOLLOWING QUESTIONS:**

Are any full-time student(s) married and filing a joint tax return?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are any student(s) enrolled in a job-training program receiving assistance under the Job Training Partnership Act?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are any full-time student(s) a TANF or a title IV recipient?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are any full-time student(s) a single parent living with his/her minor child who is not a Dependant on another's tax return?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<b>C. INCOME</b>		
List ALL sources of income as requested below. If a section doesn't apply, cross out or write NA.		
Household Member Name (List the name of the recipient)	Source of Income	Current Gross Monthly Amount
	Social Security	\$
	Social Security	\$
	SSI Benefits	\$
	SSI Benefits	\$
	Pension (list source)	\$
	Address:	
	City, State, Zip:	
	Pension (list source)	\$
	Address:	
	City, State, Zip:	
	Pension (list source)	\$
	Address:	
	City, State, Zip:	
	Veteran's Benefits (list claim #)	\$
	Unemployment Compensation	\$
	Unemployment Compensation	\$
	Title IV/TANF (Welfare)	\$
	Section 8	\$

Household Member Name (List the name of the recipient)	Source of Income	Gross Monthly Amount
	Full-Time Student Income (18 & Over Only)	\$
	Full-Time Student Income (18 & Over Only)	\$
	Interest Income (source)	\$
	Interest Income (source)	\$
	Interest Income (source)	\$
	Interest Income (source)	\$
	Long Term Medical Care Insurance Payments in excess of \$180/day	\$

	<b>Employment amount</b>	\$
	Employer:	
	Position Held	
	How long employed:	

	<b>Employment amount</b>	\$
	Employer:	
	Position Held	
	How long employed:	

	<b>Employment amount</b>	\$
	Employer:	
	Position Held	
	How long employed:	

	<b>Employment amount</b>	\$
	Employer:	
	Position Held	
	How long employed:	

	<b>Alimony</b>	
	Are you <b>entitled</b> to receive alimony?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, list the amount you are <b>entitled</b> to receive.	\$
	Do you receive alimony?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes list amount you receive.	\$

	<b>Child Support</b>	
	Are you <b>entitled</b> to receive child support?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes list the amount you are <b>entitled</b> to receive.	\$
	Do you receive child support?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, list the amount you receive.	\$

	<b>Other Income</b>	\$
	<b>Other Income</b>	\$
	<b>Other Income</b>	\$

<b>TOTAL GROSS MONTHLY INCOME</b> (Add the monthly amounts listed above)	\$
--	----

<b>TOTAL GROSS ANNUAL INCOME</b> (Gross monthly amounts listed above x 12)	\$
--	----

Do you anticipate any changes in this income in the next 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
---	--

<b>If yes, explain:</b>	
<b>TOTAL GROSS ANNUAL INCOME FROM PREVIOUS YEAR</b>	\$

Is any member of the household legally entitled to receive income assistance? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Is any member of the household likely to receive income or assistance from someone who is not a member of the Household? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes to any of the above, explain:				
Is the income received? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>D. ASSETS</b>				
If your assets are too numerous to list here, please request an additional form. If a section doesn't apply, cross out or write NA.				
Checking Accounts If none, check here <input type="checkbox"/>	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
Savings Accounts If none, check here <input type="checkbox"/>	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
Trust Account If none, check here <input type="checkbox"/>	#	Bank	Balance \$	
Certificates of Deposit If none, check here <input type="checkbox"/>	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
Credit Union If none, check here <input type="checkbox"/>	#	Bank	Balance \$	
	#	Bank	Balance \$	
Savings Bonds If none, check here <input type="checkbox"/>	#	Maturity Date	Value \$	
	#	Maturity Date	Value \$	
	#	Maturity Date	Value \$	
Life Insurance Policy If none, check here <input type="checkbox"/>	#			Cash Value \$
Life Insurance Policy If none, check here <input type="checkbox"/>	#			Cash Value \$
Mutual Funds If none, check here <input type="checkbox"/>	Name:	#Shares:	Interest or Dividend \$	Value \$
	Name:	#Shares:	Interest or Dividend \$	Value \$
	Name:	#Shares:	Interest or Dividend \$	Value \$
Stocks If none, check here <input type="checkbox"/>	Name:	#Shares:	Dividend Paid \$	Value \$
	Name:	#Shares:	Dividend Paid \$	Value \$
	Name:	#Shares:	Dividend Paid \$	Value \$
Bonds If none, check here <input type="checkbox"/>	Name:	#Shares:	Interest or Dividend \$	Value \$
	Name:	#Shares:	Interest or Dividend \$	Value \$
Investment Property				Appraised Value \$

Real Estate Property: <b>Do you own any real property?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes</b> , Type of property	
Location of property	
Appraised Market Value	\$
Mortgage or outstanding loans balance due	\$
Amount of annual insurance premium	\$
Amount of most recent tax bill	\$

Does any member of the household have an asset(s) owned jointly with a person who is NOT a member of the household?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, describe:	
Do they have access to the asset(s)?	

Have you sold/disposed of any property in the last 2 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes</b> , List type of property	
Market value when sold/disposed	\$
Amount sold/disposed for	\$
Date of transaction (month, day, and year)	
Have you disposed of any other assets in the last 2 years (Example: Given away money to relatives, set up Irrevocable Trust Accounts)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes</b> , describe the asset	
Date of disposition	
Amount disposed	\$
Do you have any other assets not listed above (excluding personal property)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, please list:</b>	

<b>E. ADDITIONAL INFORMATION</b>	
Are you or any member of your family currently using an illegal substance?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you or any member of your family ever been convicted of a felony?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, describe</b>	
Have you or any member of your family ever been evicted from any housing?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, describe</b>	
Have you ever filed for bankruptcy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, describe</b>	
Will you take an apartment when one is available?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Briefly describe your reasons for applying:</b>	

**F. REFERENCE INFORMATION (Please account for the last five years):**

Current Landlord	Name:	
	Address:	
	Home Phone:	
	Bus. Phone:	
	Rent amount:	
	How Long?	From:                      To:
Prior Landlord	Name:	
	Address:	
	Home Phone:	
	Bus. Phone:	
	Rent amount:	
	How Long?	From:                      To:
Personal Reference #1:		
Address:		
Relationship:		Phone #:
Personal Reference #2:		
Address:		
Relationship:		Phone #:
<b>EMERGENCY CONTACT PERSON:</b>		
In case of emergency notify:		
Address:		
Relationship:		Phone #:

**G. HOUSING REQUIREMENTS**

Do you have a statement, from your physician, which requires you to have a handicap-accessible unit? <input type="checkbox"/> Yes <input type="checkbox"/> No.
If there are no handicap units available, are you still interested in renting another apartment that is <i>not</i> handicap-accessible? <input type="checkbox"/> Yes <input type="checkbox"/> No

**H. VEHICLE AND PET INFORMATION (if applicable)**

List any cars, trucks, or other vehicles owned by you. Onsite parking is not guaranteed and may be assigned upon lease commencement.

Type of Vehicle (1):	License Plate #:
Year/Make:	Color:
Type of Vehicle(2):	License Plate #:
Year/Make:	Color:
Do you own any pets?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, describe:	

**ACKNOWLEDGMENT, AUTHORIZATION, AND AGREEMENT**

*I/we authorize Lokahi Affordable Apartments and/or the property owner to verify my past and present employment earnings records, bank accounts, stock holdings, and any other assets needed to process my rental application. I further authorize Lokahi Affordable Apartments and/or the property owner to order a consumer credit report and verify other credit information. I/we hereby give my/our permission for you to verify the information provided above, including but not limited to criminal background screening.*

**CERTIFICATION:** *I/we certify that the information in this application is true and correct as of the date set forth opposite my/our signature(s) on this application and acknowledge my/our understanding that any intentional or negligent misrepresentation(s) of the information contained in this application may result in civil liability and/or criminal penalties, but not limited to, fine or imprisonment or both. I/we acknowledge that my/our income will be verified every year for re-certification purposes. Misleading, willful, false statements, misrepresentations or incomplete information in this application will be grounds for rejection of this application.*

*I/We hereby certify that I/We Do/Will Not maintain a separate subsidized rental unit in another location. I/We further certify that this will be my/our permanent residence. I/We understand I/We must pay a security deposit for this apartment prior to occupancy. Applicants are not allowed to reapply with a change in household constituency until one year after the original application date. I/We understand that my eligibility for housing will be based on applicable income limits and by management’s selection criteria. I/We certify that all information in this application is true to the best of my/our knowledge and I/We understand that false statements or information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy. All adult applicants, 18 or older, must sign application.*

**SIGNATURE (S):**

_____	_____
(Signature of Tenant)	Date
_____	_____
(Signature of Co-Tenant)	Date
_____	_____
(Signature of Co-Tenant)	Date

---

THE FILING OF THIS APPLICATION IN NO WAY GUARANTEES YOU AN APARTMENT. PLEASE DO NOT MAIL MORE THAN ONE APPLICATION PER HOUSEHOLD. IF MORE THAN ONE APPLICATION IS RECEIVED, APPLICATIONS WILL BE PLACED AT THE END OF THE APPLICANT LIST.

---

Send Application to the following address:



Lōkahi Apartments  
73-4411 Kakahiaka Street  
Kailua-Kona, HI 96740

