

Preliminary Application

for

**Affordable Housing**

THE  
GROVE

Borough of Upper Saddle River

Bergen County, New Jersey

**This is a Preliminary Application only. Do not send supporting documentation at this time. You will be notified as to the status of your preliminary eligibility based on the information that you provide in this application. When an affordable home becomes available, eligible candidates will be contacted. At that time, we will provide you with a list of documentation required to support and verify the information submitted in this application. We can not and do not guarantee housing based on the approval of this Preliminary Application. The Grove at Upper Saddle River is a development of Toll Brothers. Affordable Housing application services are provided by Piazza & Associates, Inc., an affordable housing services corporation. This is an Equal Housing Opportunity. This program is subject to municipal and state affordable housing regulations, but no guarantee can be made that these homes are affordable to all applicants. This program is subject to availability. Prices, terms and conditions are subject to change without notice.**

**Piazza & Associates, Inc. ♦ Affordable Housing Services**

201 Rockingham Row ♦ Princeton Forrestal Village ♦ Princeton, NJ 08540

Telephone: 609-786-1100 ♦ Facsimile: 609-786-1105

E-mail: [USR@HousingQuest.com](mailto:USR@HousingQuest.com)



# Affordable Housing Policies and Requirements

For All Applicants



# THE GROVE

Upper Saddle River, New Jersey

- ❖ This is an equal housing opportunity. Federal law prohibits discrimination against any person making application to buy or rent a home with regard to race, color, national origin, religion, sex, familial status, and disability. State law prohibits discrimination on the basis of race, creed, color, national origin, ancestry, nationality, marital or domestic partnership or civil union status, sex, gender identity or expression, disability, affectional or sexual orientation, family status or source of lawful income or source of lawful rent payment. Piazza & Associates, Inc. complies with all provisions of the New Jersey Law Against Discrimination (“LAD”) N.J.S.A. 10:5-1 to -49 as applicable to any real property or for any program related to real property. Piazza & Associates, Inc. administers in New Jersey. Any person who believes a violation of the LAD has occurred may contact the New Jersey Division on Civil Rights at 866-405-3050 or 973-648-2700 or online at [www.NJCivilRights.gov](http://www.NJCivilRights.gov).
- ❖ This affordable housing unit be the intended primary residence of the applicant. All household members who intend to reside at the affordable homes must be listed in the Preliminary Application. If changes in income or household composition occur during the application process, or if there is a change of address, the applicant is required to notify Piazza & Associates, Inc. in writing, immediately.
- ❖ Applications must be truthful, complete and accurate. Any false statement makes the application null and void, and subjects the applicant to penalties imposed by law. After the submission of a Final Application, any change to the applicant’s sources of income or household size may void the application and require the applicant to reapply to the program.
- ❖ Annual Income includes, but is not limited to, salary or wages, alimony, child support, social security benefits, unemployment benefits, pensions, business income, and actual or imputed earnings from assets (which include bank accounts, certificates of deposit, stocks, bonds, or other securities), and real estate.
- ❖ If you own a home in which you are currently residing and which you intend to sell prior to living in an affordable home, compute your income from this asset by taking the market value of your home, subtracting the current principal of your mortgage, and multiplying the balance by the HUD Passbook Savings Rate. Also, you may not be eligible for this affordable housing program if the current value of your home is at or above the “Asset Limit” and you do not have a mortgage. Income from other real estate holdings is determined by the actual income you receive from the asset (less expenses, but not less your mortgage payment).
- ❖ Specific documentation to verify income and assets, as well as a letter of prequalification for mortgage financing from a licensed lending institution will be required at a later date.
- ❖ Please understand that the prices are established and governed by State regulations. Although consideration is made for low and moderate- categories of household incomes, sale prices do not fluctuate on the basis of each individual applicant's income. Therefore, we can not and do not guarantee that any home will be affordable to you or your household.
- ❖ We do not provide financing to purchase affordable homes. Financing for an affordable home is subject to terms and conditions set forth by the State of New Jersey. Monthly payments, including principal, interest, property taxes, insurance and condominium fees, may not exceed 33% of your income without the applicant receiving home- buyer counseling by an agency approved by HUD or the N. J. Department of Banking and Insurance, which details the advisability of such a mortgage loan. For a list of approved counseling agencies, contact HUD, the N. J. Department of Banking and Insurance or our website: [HousingQuest.com](http://HousingQuest.com).
- ❖ If you need assistance completing this application, please contact us at 609-786-1100.
- ❖ DO NOT SEND SUPPORTING DOCUMENTATION WITH THIS APPLICATION. Please mail your application to the address, below, or fax it to us at 609-786-1105.

**Piazza & Associates, Inc.**

201 Rockingham Row – Princeton, NJ 08540



# Preliminary Application for Affordable Housing



# THE GROVE

## A. Head of Household Information

Upper Saddle River, New Jersey

1. Last Name: _____	Soc. Sec. No: _____
2. First Name: _____	Home Phone: _____
3. Home Address: _____	Work Phone: _____
4. P.O BOX OR APT. No.: _____	County: _____
5. City: _____	State: _____ ZIP: _____

## B. Household Composition and Income (List ALL sources of income, including, but not limited to Salary, Dividends, Social Security, Child Support, Alimony & Pensions. DO NOT include income from Assets listed in Section C.)

Full Name (First, Middle & Last) List everyone who will occupy the apartment.	Relation To	Date of Birth	Sex	Gross Annual Income
#1	Head of Household			\$
#2				\$
#3				\$
#4				\$
#5				\$
#6				\$

Does anyone in the applicant household pay child support and/or alimony to anyone outside of this household? \_\_\_ Yes \_\_\_ No If yes, how much is paid annually? \$ \_\_\_\_\_

## C. Assets (Bank Accounts, Cert. of Deposit, Mutual Funds, Real Estate, Etc. If you own the home in which you live, clearly indicate BOTH the market value & your equity in the home Your equity equals the market value less any outstanding mortgage Principal.)

Type of Asset	Current Market Value of Asset	Estimated Annual Income	Interest Rate
			%
			%
			%
			%

## F. Important Information (Must be signed by everyone over the age of 17.)

I(We) hereby authorize the Borough of Upper Saddle River, Toll Brothers, and/or Piazza & Associates, Inc., their agents and/or employees to obtain information regarding the status of my(our) credit, and to check the accuracy of any and all statements and representations made in this application. I(We) certify that all information in this application is accurate, complete and true. I(We) understand that if any statements made are willingly false, the application is null and void, and I(we) may be subject to penalties imposed by law. Void if not signed.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## D. Current Situation

Do you currently own your home?

Yes

No

Do you have a mortgage?

No

Yes: Please list the Equity of your home in Sect. "C"

## E. Preferences

No. of Bedrooms (limited by number in household):

One?

Two?

Three?