

The Chelmsford Housing Authority is accepting applications for an affordable, deed-restricted 1-bedroom condominium at the Villages at Stone Ridge, a 55-and-over development in Westford, MA. The sales price is \$167,400; the monthly condo fee is \$301.00. The annual income limits for gross earnings are set at 80% of area median income according to household size. This opportunity is being offered on a first-come, first-served basis.

1-person household	2-person household
\$68,500	\$78,250

There is also an asset limit of \$275,000 in place. If you currently own a home, it must be sold before you complete the purchase of this affordable property. Any proceeds you realize from the sale of your existing home will be counted toward your assets. **Please note that if you plan to take out a mortgage, this application must be accompanied by a preapproval from a bank or lending institution for an amount sufficient to cover the cost of the purchase.**

Please complete the following information.

Name _____ Email _____

Phone number _____ Address _____

City _____ State _____ Zip Code _____

In this chart below, please list all members of your household.

Occupant Number	Names of all Persons to Reside in Dwelling (First Name, Middle Initial, Last Name)	Relation	Date of Birth	Gender
1		SELF		
2				

INCOME: List all income of all household members listed on application, such as wages, child support, Social Security benefits, all types of pensions, Unemployment Compensation, Worker’s Compensation, alimony, disability or death benefits and any other form of income including rental income from property. Attach separate sheet if needed.

Occupant Number	Source of Income	Gross Annual Amt.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ASSETS:

Do you own real estate, land and/or mobile home? Yes () No () Current Value: _____

If yes, do you have a mortgage on this property? Yes () No () What is the balance due? _____

Please list all checking, savings accounts, CDs, stocks, bonds and any other investments below. Attach separate sheet if needed.

Name of Bank/Investment Firm	Description of Asset	Current Balance
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I hereby certify that the above statements are true and any false statements or misrepresentation may result in the cancellation of my application. I authorize the Chelmsford Housing Authority to make any inquires from any parties and will submit any proof upon request of the Authority for the sole purpose of verifying the truth of the statement contained herein.

SIGNED UNDER THE PAINS AND PENALTIES OF PERJURY.

Signature of Head of Household _____ Date _____

Please provide the following with this application:

- A copy of your 2023, 2022 and 2021 federal – not state -- tax returns including all 1099s, W-2s and schedules;
- A copy of five most recent pay stubs from all household members currently employed;
- A current letter from all sources of income including but not limited to Public Assistance, Social Security, pensions and annuities showing the gross amount received;
- The three most current monthly statements from all banking accounts for all household members;
- A copy of all assets showing current value of pre-paid debit cards, investment accounts, life insurance policies, retirement accounts, etc.;
- If applicable, a market analysis prepared by a real estate professional that lists the value of your home.*
- If applicable, a statement showing the balance due on your current mortgage.*
- If applicable, a mortgage pre-approval and proof of adequate assets to cover a 3% down payment and closing costs.

*Please note that you must sell your current home before you will be allowed to purchase this affordable home at the Village at Stone Ridge. Once your home is sold, you must provide a copy of the HUD Settlement Statement so that we can determine if you remain under the \$275,000 asset limit in order to be considered an eligible participant in this program.