

**MONTEREY FOUNDATION  
APPLICATION FOR HOUSING**  
Including Consent to Perform Background Check

Name of Applicant \_\_\_\_\_ Date of Birth \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Name of Spouse \_\_\_\_\_ Date of Birth \_\_\_\_\_

How many in your family? Adults \_\_\_\_ Children \_\_\_\_ Ages \_\_\_\_\_

**We have a strictly enforced NO PET Policy**

Present Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

How long have you lived at the present address? \_\_\_\_\_

Name of Current Landlord \_\_\_\_\_ Telephone \_\_\_\_\_

Applicant’s Employer \_\_\_\_\_ Position \_\_\_\_\_

How long? \_\_\_\_\_ Salary \_\_\_\_\_ Telephone \_\_\_\_\_

Spouse’s Employer \_\_\_\_\_ Position \_\_\_\_\_

How long? \_\_\_\_\_ Salary \_\_\_\_\_ Telephone \_\_\_\_\_

Additional Personal/Credit References (Name - Relationship – Telephone)

\_\_\_\_\_

\_\_\_\_\_

I assert that the information provided in this application is true to the best of my knowledge. You are hereby authorized to verify my credit and employment references in connection with the processing of this application.

\_\_\_\_\_ Dated: \_\_\_\_\_  
Applicant Signature

See the *APPLICANT INSTRUCTIONS* document on [www.montereyfoundation.org](http://www.montereyfoundation.org) website for a complete list of requirements and processes.

# Authorization to Perform Background Checks

I authorize **Monterey Foundation** to obtain a **consumer credit report** and a **criminal background check** on me. They will use these reports to confirm eligibility for housing.

**Note:** It is required under the **Fair Credit Reporting Act** that the individual gives their consent before their credit history is searched. This information will be kept confidential and used only for the purpose indicated. Upon request, Monterey Foundation will provide me with the name and address of the agency contacted to supply the report. I understand that this credit report should NOT have any impact on my credit score, but that such credit inquiries sometimes have the potential to impact that score.

**Name** - First Middle Last [Maiden]: \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Social Security Number:** \_\_\_\_\_

**Current Address:** Number of Years? \_\_\_\_\_ List Address Below:  
\_\_\_\_\_

**Previous Address:** Number of Years? \_\_\_\_\_ List Address Below:  
\_\_\_\_\_

**Do you own a motor vehicle?** Y / N **Make/model/year** \_\_\_\_\_

**Driver's License Number:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Is it Current?** Y / N

The information in this authorization is true to the best of my knowledge.

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

## **FAMILY NARRATIVE**

**Please include a written narrative submitted by the family head(s) describing in detail the following items:**

- Your family makeup, listing the adults by name and the children by name and age.
- Your family history, describing recent events and actions that have led to your current status. Be sure to list your most current address and phone numbers.
- Describe current financial situation. What debts do you owe? What income sources do you have? Are you using SNAP, welfare or Medicaid? What is your current outlook?
- Describe current or expected employment information.
- What outside resources do you currently have? Family help? Friends or church support structure? What is the outlook for that support for the immediate future?
- Describe why you desire this housing. List your reasons for needing or wanting to occupy this residential property.
- Describe your long-term goals, and the expectations you have or the outcome you seek from your family being able to live in Foundation housing.

**The narrative may be handwritten or typed but is an essential piece of the approval process. The more details you provide, the easier it is for the Board to decide on approval for occupancy.**

**EMAIL to:**

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