

Full Name:  
Address1:  
Apt # or c/o name:  
City State Zip:  
Email:  
Case Manager Email:

## THIS SECTION FOR APPLICANT:

Date Generated:

**Mail this form to the address at left.  
Be sure to complete and sign, below!**

### Dear Waitlist Administrator:

Fold on this line ———

I'm requesting an application for the following waitlist:

- ☐ My household size is \_\_\_\_\_ and my gross annual income is \$ \_\_\_\_\_ .00
- ☐ I am \_\_\_\_\_ years of age. ☐ I have a permanent mobile rental voucher.
- ☐ I have enclosed a self-addressed, stamped envelope to make it easier for you to mail the application.
- ☐ I am requesting a reasonable accommodation – I need to have the application emailed or mailed to me because of a disability. /  
*have included written verification of my disability.*
- ☐ My signature below affirms that I am truly interested in living in your development.

Thank you, **Signature of Applicant:** \_\_\_\_\_

Please mail or email the application to me at the address showing at the top of this page:

## THIS SECTION FOR WAITLIST ADMINISTRATOR:



**IF REJECTING THE REQUEST, please fill out the appropriate sections below and fax this page to HousingWorks at 617-536-8561.** If you fax us, we can close your wait-list immediately on our website, and you will avoid

getting more requests from the nearly 250,000 people using our website!

### WE ARE NOT PROVIDING THIS APPLICATION BECAUSE:

- ☐ This waitlist is closed. The only waitlists open at present are: \_\_\_\_\_
- ☐ This is not the right application. We have enclosed the correct application.
- ☐ The applicant does not appear to qualify for this property, because: \_\_\_\_\_
- ☐ We require you to pick up the application in person unless you sent verification of disability.  
To pick up application in person, come during these office hours: \_\_\_\_\_
- How to get here: ☐ onsite parking ☐ bus or subway: \_\_\_\_\_
- ☐ commuter rail stop: \_\_\_\_\_
- ☐ other transportation options available: \_\_\_\_\_
- Name of Waitlist Administrator *optional*: \_\_\_\_\_
- Phone of Waitlist Administrator *optional*: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ X \_\_\_\_\_