

# ***Beaver Run Apartments Bristol, TN***

***Application:  
Senior Housing: 62 years and older  
Handicapped Units Available***

***Please complete this application and return to the following locations:***

***Meadowood Park Office: Mon/Wed/Thurs/Fridays  
8:00 am to 4:00 pm***

***Or***

***Beaver Run Office: Tuesdays 9:00 am to 2:00 pm***

***Manager: Amy Wall  
(423) 743-7112  
(423) 878-6800  
Fax: (423) 743-7112***



APPLICATIONS:

PLEASE MAIL TO:

1126 EAST ERWIN ROAD, ERWIN, TN 37650

ATTENTION: OFFICE

OR

PUT IN THE COMPLEX DROPBOX LOCATED ON THE OFFICE DOOR

MAY ALSO BE FAXED TO: (423) 743-7112

OR

EMAILED TO: MEADOWWOODPARK@DOUGLASCHEROKEE.ORG

**Please include the following copies or stop by the office to make copies during office hours.**

**Copies Needed:**

SS card,

Photo ID

Birth Certificate

Current year SS/SSI/Pensions, etc.

All forms of income

Most recent bank statement on all accounts

All 3 personal references must provide address and phone #

Landlord Address and phone # must be provided

(Past 5 years minimum)

Please make sure application is complete.

**ALL INCOMPLETE APPLICATIONS WILL BE MAILED BACK FOR COMPLETION  
BEFORE BEING ADDED TO OUR LIST.**

# Apartment Application

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Manager's initials: \_\_\_\_\_

This is an application for an apartment at **BEAVER RUN APARTMENTS**. It holds no lease or rent obligations. All information will be verified by management prior to an applicant being placed on our waiting list for an apartment. All applicants must meet established eligibility criteria.

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

PRESENT STREET ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_ HOW LONG AT THIS ADDRESS \_\_\_\_\_

CURRENTLY: \_\_\_\_\_ RENTING \_\_\_\_\_ OWN HOME \_\_\_\_\_ LIVE WITH RELATIVES \_\_\_\_\_

CURRENT RENT/HOUSE PAYMENT \_\_\_\_\_

CURRENT LANDLORD'S NAME, ADDRESS, & TELEPHONE NUMBER \_\_\_\_\_

1. PRIOR ADDRESS \_\_\_\_\_ HOW LONG? \_\_\_\_\_  
PRIOR LANDLORD'S NAME, ADDRESS & TELEPHONE NUMBER \_\_\_\_\_

2. PRIOR ADDRESS \_\_\_\_\_ HOW LONG? \_\_\_\_\_  
PRIOR LANDLORD'S NAME, ADDRESS & TELEPHONE NUMBER \_\_\_\_\_

SPOUSE NAME (IF APPLICABLE) \_\_\_\_\_

SPOUSE BIRTHDATE \_\_\_\_\_ SPOUSE SOCIAL SECURITY NUMBER \_\_\_\_\_

OTHER THAN YOURSELF, WHO WILL OCCUPY THE APARTMENT? \_\_\_\_\_ SPOUSE \_\_\_\_\_

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

WHAT STATES HAVE YOU OR YOUR SPOUSE (IF APPLICABLE) LIVED IN? \_\_\_\_\_

HAVE YOU EVER LIVED IN SUBSIDIZED HOUSING BEFORE? ( ) YES ( ) NO

IF YES, WHERE AND WHY DID YOU MOVE? \_\_\_\_\_

HAVE YOU EVER BEEN EVICTED OR SUED FOR PAYMENT OF RENT? ( ) YES ( ) NO

IF YES, INDICATE WHEN SUCH ACTION WAS TAKEN, WHERE (CITY, STREET ADDRESS, STATE AND ZIP), BY WHOM, FOR WHAT REASON, AND THE OUTCOME OF ACTION. \_\_\_\_\_

ARE YOU OR ANY HOUSEHOLD MEMBER SUBJECT TO A STATE LIFETIME SEX OFFENDER REGISTRATION REQUIREMENT?

( ) YES ( ) NO

DO YOU REQUEST EITHER A HANDICAP/DISABILITY ADJUSTMENT TO INCOME OR A SPECIAL HANDICAPPED ACCESSIBLE UNIT, VISUAL/HEARING IMPAIRED UNIT OR BOTH? \_\_\_\_\_

TYPE APARTMENT DESIRED? \_\_\_\_\_ NON- HANDICAPPED \_\_\_\_\_ MOBILITY IMPAIRED \_\_\_\_\_ VISUAL/HEARING IMPAIRED \_\_\_\_\_

INCOME: SOURCE \_\_\_\_\_ AMOUNT \_\_\_\_\_

SOURCE \_\_\_\_\_ AMOUNT \_\_\_\_\_

SOURCE \_\_\_\_\_ AMOUNT \_\_\_\_\_

ASSETS: SAVINGS, CHECKING, PROPERTY, OTHER: \_\_\_\_\_

MEDICAL EXPENSES (IF ELDERLY OR HANDICAPPED): \_\_\_\_\_

MEDICAL INSURANCE, PRESCRIPTIONS, PHYSICIANS, CURRENT BILLS, OTHER: \_\_\_\_\_

ARE YOU OR ANY OTHER HOUSEHOLD MEMBER A CURRENT ILLEGAL ABUSER OR ADDICT OF A CONTROLLED SUBSTANCE?  
\_\_\_\_\_ NO \_\_\_\_\_ YES

HAVE YOU OR ANY OTHER HOUSEHOLD MEMBER BEEN CONVICTED OF A MISDEMEANOR OR FELONY? \_\_\_\_ NO \_\_\_\_ YES  
IF YES, EXPLAIN \_\_\_\_\_

DO YOU CURRENTLY HAVE FRIENDS OR RELATIVES LIVING HERE? \_\_\_\_\_ NO \_\_\_\_\_ YES IF YES, WHO? \_\_\_\_\_

LIST THREE (3) PERSONAL REFERENCES (OTHER THAN RELATIVES) WHOM WE MAY CONTACT:

NAME ADDRESS TELEPHONE NUMBER

NAME ADDRESS TELEPHONE NUMBER

NAME ADDRESS TELEPHONE NUMBER

WHOM SHOULD WE CONTACT IN CASE OF AN EMERGENCY?

NAME RELATIONSHIP

ADDRESS TELEPHONE NUMBER

"I CERTIFY THAT THE APARTMENT FOR WHICH I AM APPLYING WILL BE MY PERMANENT RESIDENCE. I ALSO CERTIFY THAT, SHOULD I BECOME A TENANT AT THIS COMPLEX, I WILL NOT MAINTAIN A SEPARATE SUBSIDIZED RENTAL UNIT IN A DIFFERENT LOCATION. I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE INQUIRIES TO BE MADE TO VERIFY THE STATEMENTS ABOVE. I UNDERSTAND THAT THIS FORM IS ONLY AN APPLICATION FOR RESIDENCE AND THAT THE SUBMISSION OF THIS APPLICATION DOES NOT IN ANY WAY GUARANTEE RESIDENCE IN SUCH. I UNDERSTAND THAT SUPPLYING FALSE AND MISLEADING INFORMATION MAY RESULT IN THE REJECTION OF MY APPLICATION."

SIGNATURE OF APPLICANT DATE

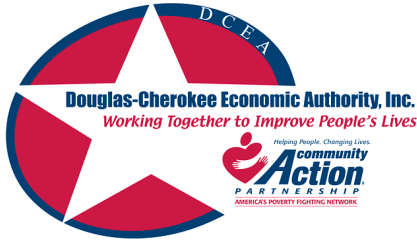
MANAGER'S COMMENTS \_\_\_\_\_

PRIOR RESIDENCE CHECK \_\_\_\_\_ LANDLORD CREDIT CHECK \_\_\_\_\_ REFERENCE CHECK \_\_\_\_\_  
POLICE CHECK \_\_\_\_\_

DISPOSITION: APPROVED/DATE \_\_\_\_\_ DISAPPROVED/DATE \_\_\_\_\_ NOTIFIED/DATE \_\_\_\_\_

MANAGER'S SIGNATURE DATE

**EQUAL HOUSING OPPORTUNITY**



**Affordable Housing Program**

**Beaver Run**  
**North 1102 Paperville Rd.**  
**Bristol, TN 37620**  
**(423) 878-6800**

407 East Main Street  
Morristown, TN 37814

Phone: (423)586-1494  
Fax: (423)586-3605  
Toll-Free: (800)586-1494

**FAIR CREDIT REPORTING ACT DISCLOSURE AND CONSENT FORM**  
**15 U.S.C. § 1681b(b)(2)**

I, \_\_\_\_\_, certify that Douglas-Cherokee Economic Authority, Inc. Affordable Housing Program disclosed to me that it may obtain a consumer report prepared by a consumer reporting agency for the purpose of evaluating me for a potential housing opportunity.

I understand that a consumer report may include, but is not limited to, information bearing on credit worthiness, credit standing, credit capacity, criminal background, character, general reputation, personal characteristics and/or mode of living.

I, \_\_\_\_\_, state that I have read and understood this disclosure and hereby authorize and instruct Douglas-Cherokee Economic Authority, Inc. Affordable Housing Program to procure a consumer report containing any information it deems necessary or prudent and authorizes and instruct any and all credit reporting agencies and tenant screening services to provide such reports to Douglas-Cherokee Economic Authority, Inc. Affordable Housing Program. I further understand that my social security number and date of birth are being requested below solely for the purpose of generating an accurate consumer report.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Date of Birth

- Alpine Village
- Auburn Hills
- Autumn Village
- Breckenridge
- Beaver Run
- Brookvale Garden
- Brookwood Terrace
- The Commons for Seniors
- Cambridge Apartments
- Cherry Hill
- College Park
- Dogwood Terrace I
- Dogwood Terrace II
- Dogwood Terrace III
- Douglas Residences
- Franklin Place
- Friendship Manor
- Gateway Village
- Greenbriar Village
- Greenbriar Village Annex
- Heritage Hills
- Heritage Oaks
- Heritage Oaks Annex
- Highland Manor
- Highland Manor II
- Holly Hills
- Holston Hills
- KC Home
- Lakeway Apartments
- Lakeway Annex
- Lakewood Village
- LeConte Terrace
- Lincoln Park
- Lincoln Park Annex
- McElhaney Glen
- Meadow Creek
- Meadowood Park
- Mountain Grove
- Mill Creek
- Oak Hills Apartments
- Oak Hills Annex
- Old Saybrook
- Park Place
- Park Place Annex
- Pleasant Hill
- Renaissance Square
- Riverpark
- Riverpark II
- Roy J. Messer
- Sequoyah Village
- Springbrook Apartments
- Stanford Place
- Victory House
- Village Green Apartments
- Walnut Creek
- Westminster Place
- Winfield Ridge
- Woodland Park
- Woodland Place
- Woodridge
- Woodridge Annex





**Beaver Run**  
**North 1102 Paperville Rd.**  
**Bristol, TN 37620**  
**(423) 878-6800**

407 East Main Street  
Morristown, TN 37814

Phone: (423)586-1494  
Fax: (423)586-3605  
Toll-Free: (800)586-1494

**Affordable Housing Program**

## NOTIFICATION LETTER

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

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Dear: \_\_\_\_\_

As part of the process evaluating you for a potential housing opportunity by Douglas-Cherokee Economic Authority, Inc. Affordable Housing Program, the Agency may receive and review consumer reports, which may include, among other things, criminal and credit background information. This housing decision may be made in whole or in part based upon the consumer report obtained from:

Resolve Partners LLC  
2733 Horse Pen Creek Road, Suite 101  
Greensboro, NC 27410  
Phone: 866-921-5388  
Fax: 336-217-8007  
<http://www.resolve-partners.com>

This letter is being given to you in compliance with the Fair Credit Reporting Act. Enclosed is a description of the summary of your rights under the Fair Credit Reporting Act.

If an adverse decision is made, you will have to respond to provide documentation that the information in your background check is incorrect. Please contact us at (phone number).

Sincerely,

Amy Wall  
Complex Manager

- Alpine Village
- Auburn Hills
- Autumn Village
- Breckenridge
- Beaver Run
- Brookvale Garden
- Brookwood Terrace
- The Commons for Seniors
- Cambridge Apartments
- Cherry Hill
- College Park
- Dogwood Terrace I
- Dogwood Terrace II
- Dogwood Terrace III
- Douglas Residences
- Franklin Place
- Friendship Manor
- Gateway Village
- Greenbriar Village
- Greenbriar Village Annex
- Heritage Hills
- Heritage Oaks
- Heritage Oaks Annex
- Highland Manor
- Highland Manor II
- Holly Hills
- Holston Hills
- KC Home
- Lakeway Apartments
- Lakeway Annex
- Lakewood Village
- LeConte Terrace
- Lincoln Park
- Lincoln Park Annex
- McElhaney Glen
- Meadow Creek
- Meadowood Park
- Mountain Grove
- Mill Creek
- Oak Hills Apartments
- Oak Hills Annex
- Old Saybrook
- Park Place
- Park Place Annex
- Pleasant Hill
- Renaissance Square
- Riverpark
- Riverpark II
- Roy J. Messer
- Sequoyah Village
- Springbrook Apartments
- Stanford Place
- Victory House
- Village Green Apartments
- Walnut Creek
- Westminster Place
- Winfield Ridge
- Woodland Park
- Woodland Place
- Woodridge
- Woodridge Annex





**Beaver Run**  
**North 1102 Paperville Rd.**  
**Bristol, TN 37620**  
**(423) 878-6800**

407 East Main Street  
Morristown, TN 37814

Phone: (423)586-1494  
Fax: (423)586-3605  
Toll-Free: (800)586-1494

**Affordable Housing Program**

**LANDLORD REFERENCE**

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Re: \_\_\_\_\_

The person (s) named above has/have applied here for a rental unit and has indicated you as knowledgeable as to their rental history at \_\_\_\_\_. Please provide the information requested below and return in the enclosed self-addressed envelope as soon as possible.

We greatly appreciate your cooperation.

Sincerely,

Complex Manager

\*\*\*\*\*

I authorize release of information concerning my prior rental history to \_\_\_\_\_ Apartments.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

1. How long did tenant reside at this address? \_\_\_\_\_
2. What was amount of monthly rent? \_\_\_\_\_
3. Was rent paid on time? \_\_\_\_\_ If not, please explain below.
4. Were utilities included in rent? \_\_\_\_\_
5. Did tenant appear to maintain a well-kept home? \_\_\_\_\_ If not, please explain below.
6. Was tenant destructive to apartment or adjoining public areas? \_\_\_\_\_
7. If this tenant reapplied for housing in the future, would you rent to them? \_\_\_\_\_

Additional comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Title: \_\_\_\_\_ Date: \_\_\_\_\_

- Alpine Village
- Auburn Hills
- Autumn Village
- Breckenridge
- Beaver Run
- Brookvale Garden
- Brookwood Terrace
- The Commons for Seniors
- Cambridge Apartments
- Cherry Hill
- College Park
- Dogwood Terrace I
- Dogwood Terrace II
- Dogwood Terrace III
- Douglas Residences
- Franklin Place
- Friendship Manor
- Gateway Village
- Greenbriar Village
- Greenbriar Village Annex
- Heritage Hills
- Heritage Oaks
- Heritage Oaks Annex
- Highland Manor
- Highland Manor II
- Holly Hills
- Holston Hills
- KC Home
- Lakeway Apartments
- Lakeway Annex
- Lakewood Village
- LeConte Terrace
- Lincoln Park
- Lincoln Park Annex
- McElhaney Glen
- Meadow Creek
- Meadowood Park
- Mountain Grove
- Mill Creek
- Oak Hills Apartments
- Oak Hills Annex
- Old Saybrook
- Park Place
- Park Place Annex
- Pleasant Hill
- Renaissance Square
- Riverpark
- Riverpark II
- Roy J. Messer
- Sequoyah Village
- Springbrook Apartments
- Stanford Place
- Victory House
- Village Green Apartments
- Walnut Creek
- Westminster Place
- Winfield Ridge
- Woodland Park
- Woodland Place
- Woodridge
- Woodridge Annex

