

Mayor's Office of Housing and Community Development
City and County of San Francisco



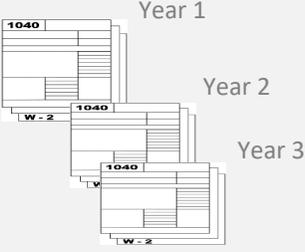
**SAN FRANCISCO BELOW MARKET RATE (BMR)
RENTAL HOUSING PROGRAM
APPLICATION FORM**

London N. Breed
Mayor

Eric D. Shaw
Director

BMR RENTAL PROGRAM DOCUMENTATION CHECKLIST

The following documentation is due for each household member who is 18 years old or older.

Item	Description <i>(check at least one box per item)</i>
<p>1. Application</p> 	<p><input type="checkbox"/> Completed, signed and dated San Francisco BMR Rental Housing Program Application (this form) (one for the entire household)</p>
<p>2. Tax Information</p> 	<p><input type="checkbox"/> Signed and Dated copies of last 2 years of Federal Income Tax Returns (IRS Form 1040 or 1040EZ or 1040A form ONLY)</p> <p><input type="checkbox"/> Include ALL schedules and attachments required by the IRS Include ALL W-2s, 1099 form(s), etc....</p> <p>PLEASE NOTE: WE DO NOT ACCEPT TAX TRANSCRIPTS IN LIEU OF TAX RETURNS</p> <p><input type="checkbox"/> If you did not file a recent Federal Income Tax form, complete the attached Income Tax Declaration and submit with supporting documents as specified in the form.</p> <p><input type="checkbox"/> If you are applying between February 1st and April 15th, submit the most recent Federal Income Tax Form filed and W-2 form(s) for the year you are about to file.</p>
<p>3. Proof of Income</p> 	<p><input type="checkbox"/> Copies of the 3 most recent and consecutive paystubs and/or income statements.</p> <p><input type="checkbox"/> Most recent benefits or award letter stating your income.</p> <p><input type="checkbox"/> If you are Self-Employed, complete the attached Self-employed Declaration form and attach your Year to Date Profit and Loss statement plus the past 3 years of federal income tax returns.</p> <p><input type="checkbox"/> If you are Unemployed and have ZERO income, complete the attached Unemployment Declaration</p>
<p>4. Bank Statements</p> 	<p><input type="checkbox"/> Copies of 3 most recent and consecutive bank or asset statements from ALL bank or other liquid asset accounts listed on page 3 of this application. Must be official statements. Please include All pages.</p> <p><input type="checkbox"/> If you have deposits totaling \$500 or more in one month, complete the Explanation of Deposits Declaration. Please attach any supporting documentation and do NOT include deposits from verifiable income.</p>
<p>5. Housing Assistance</p> 	<p><input type="checkbox"/> If you receive a subsidy or have a housing voucher, submit most recent document stating eligibility for housing assistance voucher or subsidy</p>
<p>6. Demographic Information</p> 	<p><input type="checkbox"/> Please help ensure we are meeting our goal to serve all people. This optional form is to be filled out by each adult over the age of 18 in the household.</p>

