

## **Instructions for Town of Southold Housing Registry**

**August 2009**

**To be completed by heads of households seeking assistance for  
AGE RESTRICTED (55+) housing for seniors.**

The Town of Southold's Housing Registry for seniors collects information for those seeking affordable housing opportunities such as rental properties, home ownership, housing grants and loans, and other assistance. **By completing this Housing Application, your name will be maintained within a database- The Town of Southold Housing Registry. The Registry also serves as a clearinghouse to establish eligibility, as defined below. All housing registrants will be required to submit appropriate documentation.**

Selection of qualified applicants will be through a lottery system that will reflect priority populations as established by the Town Board. They are as follows, in order of priority:

- (1) Income eligible individuals or families where the head of household is age 55 or over, who have had a primary residence in the Town of Southold for a period of at least five (5) years prior to the submission of the application, and do not own real estate. Household annual income may not exceed 80% of the HUD median income for Suffolk County and net worth may not exceed twice the price of the unit to be purchased.
- (2) Income eligible individuals or families where the head of household is age 55 or over, who have had a primary residence in the Town of Southold for a period of at least five (5) years prior to the submission of the application, and do not own real estate. Household annual income may not exceed 100% of the HUD median income for Suffolk County and net worth may not exceed twice the price of the unit to be purchased.
- (3) Income eligible individuals or families where the head of household is age 55 or over, who have had a primary residence in the Town of Southold for a period of at least five (5) years prior to the submission of the application, and who will be divested of all real estate holdings within 90 days of the contract execution with project sponsor (such 90 day period may be extended by resolution of the Town Board). Household annual income may not exceed 80% of the HUD median income for Suffolk County and net worth may not exceed twice the price of the unit to be purchased.
- (4) Income eligible individuals or families where the head of household is age 55 or over, who have had a primary residence in the Town of Southold for a period of at least five (5) years prior to the submission of the application, and who will be divested of all real estate holding within 90 days of the contract execution with project sponsor (such 90 day period may be extended by resolution of the

Town Board). Household annual income may not exceed 100% of the HUD median income for Suffolk County and net worth may not exceed twice the price of the unit to be purchased.

- (5) Income eligible individuals or families where the head of household is age 55 or over, who have had a residence in the Town of Southold for a period of at least five (5) years prior to the submission of the application, and who will be divested of all real estate holding within 90 days of the contract execution with project sponsor. Household annual income may not exceed 100% of the HUD median income for Suffolk County and net worth may not exceed twice the price of the unit to be purchased.
- (6) Other income eligible applicants age 55 or over whose household annual income may not exceed 100% of the HUD median income for Suffolk County and net worth may not exceed twice the price of the unit to be purchased.

Please be advised that the Town of Southold can make no obligations or promises to provide housing upon receipt of this application, or thereafter.

**If you are applying for housing, please be sure that your household qualifies as indicated below:** ASSET- Includes real property holdings and equity, personal property (car, boat, etc.) valued in excess of \$10,000, savings, cash, IRA's, 401k, and any federally recognized tax deferred vehicles.

**HEAD OF HOUSEHOLD – The adult member of the family who is the head of the household for purposes of determining income eligibility and rent.**

**HOUSEHOLD – The family and live-in-aide, if applicable.**

**PRIMARY RESIDENCE- The address listed on a person's Federal Income Tax return.**

- You are a United States citizen or with eligible immigration status **and**,
- Your annual household income is no greater than the following:

<u>Household Size</u>	<u>Annual Income</u>
01	\$ 71,300
02	\$ 81,400
03	\$ 91,600
04	\$ 101,800

**Note:** Additional criteria for selection may be determined by housing sponsors and funding sources requiring different income levels, assets and ages for household members (62+, etc.). The aforementioned income guidelines represent 100% of the Nassau/Suffolk median income.

Please return this fully completed application to:  
Phillip Beltz, Special Projects Coordinator  
Town of Southold  
Post Office Box 1179  
Southold, New York 11971

If you have any questions, please contact Mr. Beltz at # 631-765-5806.