



## Opportunity Drawing Notification – Index 142

### City of Burlingame

**Program Type:** Rental Housing

**City Preferences/Priorities:** Click [HERE](#) or go to [www.housekeys4.com](http://www.housekeys4.com)

**Enter Drawing:** by registering at [www.myhousekeys.com](http://www.myhousekeys.com), request and Application I.D. and access the Program Center.

### **DEADLINE and Opportunity Drawing Method:**

Drawing Entries received **by 7/28/2020 by 5:00PM** will be entered in a Lottery and issued an Initial Ranking Number. City Preferences and Initial Ranking Numbers will be used to determine the final order (Final Ranking) in which applicants will have the opportunity to apply for the apartment rental. Anyone that submits **after 7/28/2020 5:01PM** will be added to the end of the list based on the date and time stamp on the Opportunity Drawing entry.

**Lottery Date: 7/30/2020**

**The results will be posted at [www.HouseKeys.org](http://www.HouseKeys.org) on August 3, 2020**

**Note:** Applicants must obtain two (2) approval letters; one from the Property Manger passing the landlords qualification criteria and the second from HouseKeys passing the BMR Program eligibility criteria.

Please see the application process overview below.

**Development:** Anson

**Property Address:** 1008 Carolan Avenue Unit #'s 1207,1214,1313,1314,1413

**Monthly Rent:** \$3,283.75

**Property Type:** Apartment - **Approximate size:** 793 Square ft

**Size:** 1 Bedroom, 1 Bathroom

**Occupancy Standard:** Minimum Household size 1 Maximum 3

**Number of Parking Spaces:** 1 space (additional parking space(s) available for \$125.00 a month)

**Guest Parking:**  Available       NOT Available       Available on a first come first serve

**Income Category:** up to Moderate Income Households 120 % AMI (Area Median Income)

**Maximum Gross Annual Income Limits 2020 for 120 %AMI**

Income Category	Percentage %	Household Size 1	Household Size 2	Household Size 3	Household Size 4	Household Size 5	Household Size 6	Household Size 7
Moderate	120%	\$120,200	\$137,350	\$154,550	\$171,700	\$185,450	\$199,150	\$212,900

**Minimum Gross Annual Income:** \$78,810

Is Section 8 accepted or other housing assistance programs accepted?  Yes  No

Other amenities provided with the rent: \_\_\_\_\_

Washer and Dryer:  Machines provided in the unit  only hook ups are provided in the unit  Community Laundry Room  
 Other \_\_\_\_\_

**Household and Income Restrictions:** These BMR Units have household and income restrictions. Applicants must meet the landlord's/property manager criteria and all the BMR program eligibility and qualification requirements before moving into a BMR rental unit. There will be an annual re-certification each year to confirm continued program eligibility and qualification. During the annual re-certification, the tenant/household will have to resubmit a complete application, income, asset documentation and other information in a timely manner. HouseKeys and the landlord will determine if the household still qualifies for the program. If the household exceeds the income limits and no longer qualifies for the program, a Notice to Vacate the unit will be issued by the Property Manager/Landlord. In rare occasions for some apartment complexes, increased income is allowed. Please see the affordable housing agreements for the apartment complex you are applying for or check with the property manager directly for guidance before signing a lease agreement.

**The approved household must commit to a lease start date of 9/15/2020** – this date may change without notice depending on the length of time it takes to identify final eligible candidate.

**Holding Deposit:** \$150.00 **Total Security Deposit:** \$500.00 (security deposit may increase due to credit report findings)

**Application Fee for credit and background:** \$45.00 PER adult household member - Fees are NOT refundable.

Open House Location:  No Open House – only showed only to final candidate

**Part 1 of the Application Process:** Enter drawing at [www.myhousekeys.com](http://www.myhousekeys.com) , Apply with Bridgepointe Apartments and obtain Anson Apartments Approval Letter.

**Take action now:** As soon as you enter the drawing, contact **Chris Pentz at 650.340.2050 email [anson@allresco.com](mailto:anson@allresco.com)**, to schedule an appointment to complete the application process and assessment forms. All Applicants (all adults in the household) must pass Anson Apartments Application criteria, credit and background check.

If the household selected by HouseKeys for review does not have Anson Apartments Approval Letter in their BMR Application file, the file will not be submitted to the HouseKeys Underwriter for review and will be denied for incompleteness.

## AFTER THE DRAWING

**Part 2 of the Application Process:** A COMPLETE File is requested by HouseKeys to check for BMR Program Eligibility. If you are selected for review you will receive an email from HouseKeys with a “File Request” notice. You will have three (3) business days from the date of the request to submit a complete Rental Program Application File/Package along with all the supporting documentation. Please go to [www.housekeys.org](http://www.housekeys.org) , select the City you are applying for to access the forms and checklists. Start preparing your file now. If you have problems downloading the forms please contact [programs@housekeys.org](mailto:programs@housekeys.org) or [kamala@housekeys.org](mailto:kamala@housekeys.org) immediately

**If and when your file is requested by HouseKeys, these will be your submission options:**

**Upload using Drop BOX:** Let us know if you want us to set up a folder with sufficient time so you can upload your items before the deadline. The documents you upload need to be PDF format ONLY, no screen shots or pictures.

**By Mail** (with tracking number): ATTN: HOUSEKEYS - 409 Tenant Station #495 – Morgan Hill CA 95037 We recommend you use a service that can deliver and track your package (USPS, FED EX, UPS, Etc.). **Copies only, single sided pages.**

**To submit in person** (this option may NOT always be available; please check with us before your deadline):

358 Digital Drive Morgan Hill CA 95037 by Appointment only. **Copies only, single sided pages.**

Questions: [programs@housekeys.org](mailto:programs@housekeys.org) Toll Free Line: 1-877-460-KEYS (5397)

----- Office Notes-----

**Date Drawing Opportunity Notification was published: 7/17/2020**