

Asset Policy Exception Request

Property Name: _____	Unit # _____
Applicant/Resident Name: _____	Date of Birth: _____

Pursuant to the Income & Asset Policy, an Asset Policy Exception Request must be completed for all persons/households seeking an exception to the city's \$100,000 asset limit and/or restriction on ownership of residential property. All Exception Requests and required supplemental documentation must be submitted to the Property Management staff prior to lease up and annually upon lease renewal, to make a determination of eligibility.

Please select at least **one** of the following exception criteria that best describes your status:

- ☐ I am an elderly person as defined in the Income & Asset Policy
- ☐ I am a disabled person as defined in the Income & Asset Policy
- ☐ I currently have ownership interest in residential property in which I **cannot** legally reside. (Please provide details below)
- ☐ I currently have ownership interest in residential property that **is not** suitable for occupancy. (Please provide details below)
- ☐ Other (Please provide information regarding your request for exception below)

Signature & Certification

Under penalty of perjury, I certify that the information presented in this form is true and accurate to the best of my knowledge. The undersigned further understands that providing false representations herein constitutes an act of fraud. False, misleading, or incomplete information may result in the termination of a lease agreement.

Applicant/Resident Signature

Date

Office Use Only:

Review Date: _____ PM Staff Initials: _____ ☐ Approved ☐ Denied