
MIDCOAST REGIONAL HOUSING TRUST

Eligibility Application: Confidential Disclosure Agreement

WHEREAS the Applicant has provided MidCoast Regional Housing Trust with certain personal information related to this Eligibility Application; and

WHEREAS MidCoast Regional Housing Trust has requested submission of the information contained on the attached Eligibility Application, including certain information about the Applicant's qualification for bank financing;

NOW THEREFORE, in consideration of the mutual purposes of the Applicant and MidCoast Regional Housing Trust, the parties agree as follows:

1. Disclosure.

The Applicant agrees to disclose, and MidCoast Regional Housing Trust agrees to receive, certain Confidential Information.

2. Confidentiality.

MidCoast Regional Housing Trust agrees to use its best efforts to prevent and protect the Confidential Information, or any part thereof, from disclosure to any person other than those needing disclosure, including: the employees of MidCoast Regional Housing Trust, members of the Board of Directors of MidCoast Regional Housing Trust or any of the Board's committees or subcommittees, and certain consultants needing disclosure in connection with MidCoast Regional Housing Trust's authorized use of the Confidential Information.

3. Limits to Confidential Information.

MidCoast Regional Housing Trust shall have no obligation with respect to such information where the information:

- a) was known to MidCoast Regional Housing Trust before receiving any confidential information from Applicant;
- b) has become publicly known through no wrongful act of MidCoast Regional Housing Trust;
- c) was received by MidCoast Regional Housing Trust without breach of this Agreement from a third party without restriction as to use and disclosure of the information;
- d) was ordered to be publicly released by the requirement of a government agency.

4. Ownership of Confidential Information.

Applicant agrees that all Confidential Information included in this Application shall remain the property of MidCoast Regional Housing Trust and that MidCoast Regional Housing Trust may use such Confidential Information for purposes related to the determination of the qualifications of the Applicant pursuant to this Application.

APPLICANT SIGNATURE

DATE

RENTAL APPLICATION

Please print clearly and complete every section.

RENT	AMI RANGE	INCOME RANGE	WORK LOCATION
\$2,200 / month	90–125%	\$100,000 – \$120,000	Knox County / Waldoboro / Lincolnville

PRIMARY APPLICANT INFORMATION

FULL LEGAL NAME			
CURRENT MAILING ADDRESS			
CITY	STATE	ZIP	PHONE
EMAIL ADDRESS	DATE OF BIRTH		
CURRENT EMPLOYER	JOB TITLE		
WORK ADDRESS / TOWN (MUST BE KNOX COUNTY, WALDOBORO, OR LINCOLNVILLE)			
EMPLOYER VERIFICATION CONTACT — NAME	PHONE		

ADDITIONAL HOUSEHOLD MEMBERS

List everyone who will occupy the home, including the primary applicant. For households of 3–6 people making efficient use of the three bedrooms.

NAME	RELATIONSHIP	AGE	WORKS IN KNOX COUNTY/ WALDOBORO/ LINCOLNVILLE?	ANNUAL INCOME

Attach a separate sheet, using this same format, if your household includes more than 6 members.

HOUSEHOLD INCOME SUMMARY

HOUSEHOLD MEMBER	EMPLOYER	ANNUAL INCOME
TOTAL GROSS ANNUAL HOUSEHOLD INCOME		\$

Total must fall between \$100,000 and \$120,000 to qualify for this home.

PERCENT OF TOTAL HOUSEHOLD INCOME EARNED FROM EMPLOYMENT IN KNOX COUNTY, WALDOBORO, OR LINCOLNVILLE

_____ %

HOUSING HISTORY — LAST 5 YEARS

ADDRESS	DATES (FROM – TO)	LANDLORD NAME & PHONE	REASON FOR LEAVING

Attach a separate sheet, using this same format, if you need more space.

DOCUMENTS ENCLOSED

Check each item you are including with this application:

- ☐ Two most recent years of tax return pages 1& 2 as well as schedule 1 for every household income earner over 18 (excluding full-time students)
- ☐ Two months of recent pay stubs, plus a verification letter from each employer
- ☐ Five years of housing history and prior landlord references (see above)
- ☐ Two personal recommendation letters for first-time renters
- ☐ Other financial references, if requested by MCRHT

TOTAL NUMBER OF PEOPLE WHO WILL OCCUPY THE HOME, HOUSEHOLD SIZE
DURING CONSTRUCTION (YEAR ONE) *See concept images on our website: www.mcrht.org*

This is a one-year lease during which construction on the broader Homestead Campus may resume and continue.

- Land beyond the Farmhouse may be shared with construction.
- On-site parking location may shift.
- Use of common areas beyond the Farmhouse proper will be restricted during construction.

ACKNOWLEDGEMENTS & AGREEMENTS

- ☐ I/we agree to occupy the rental as our full-time residence and will not vacate the home for more than 30 days per year without written permission from MCRHT.
- ☐ I/we agree to no pets and no smoking on the premises, inside or outside.
- ☐ I/we agree to background and credit checks and will sign a Confidentiality Agreement.
- ☐ I/we understand this is a joint lease creating joint and several liability — each tenant is responsible for the entire rent and any lease violations, not just their portion.
- ☐ I/we agree to submit updated income documentation every year, at least 60 days prior to lease renewal.
- ☐ I/we will participate in an informal Question & Answer session about MCRHT's mission.
- ☐ I/we understand MCRHT may decline this application if income requirements are not met or if household size does not make efficient use of the home, including occupancy of bedrooms.

CERTIFICATION

I/We certify that the information provided in this application is true and complete to the best of my/our knowledge. I/we understand that false or incomplete information may result in denial of this application.

SIGNATURE	DATE	SIGNATURE (IF JOINT APPLICANT)	DATE