

RHAF COMPANY, LLC

7800 RIVER ROAD, NORTH BERGEN, NJ 07047
201-868-6300 • FAX 201-868-6055

March 12, 2013

Thank you for your interest in the low income/subsidized apartments at **Robin Hill**.

Robin Hill is a 36 unit “garden style” apartment complex. It’s located in semi-rural Hampton Township in western New Jersey, about 30-45 minutes from the Pennsylvania border. This property is federally subsidized through USDA, Rural Development.

Enclosed you will find the application and other documents which must be filled out and returned. When your application is returned, it will be stamped with the date and time received and your name will be added to the appropriate wait list. Please read the application carefully. Sign and date ***ONLY*** in the areas you are required to sign. All adults must sign the Consent to Release form; please make additional copies for each adult if necessary.

The building features an on-site laundry facility, kitchens with stove & refrigerator, and parking. Air conditioners are not provided. All utilities are separate. (A utility allowance is calculated into your rental price at the time of certification; any additional energy assistance will need to be secured by you through state assistance programs.) No pets are allowed except service animals; proof of necessity will be required.

The apartments will accommodate the following:

- 1 bedroom – up to 2 adults or 1 adult with a child ***
- 2 bedroom – up to 4 people**

Modified units for disabled persons are periodically available. (Any applicant requesting a reasonable accommodation must fill out the attached form provided with the application. When there is an available vacancy and you are the next person on the waiting list, you must provide proof of necessity for the reasonable accommodation.)

** If 1 bedroom apartment is accepted by an adult with a child, a transfer cannot be requested at a later date, unless it is required to satisfy a *change* in family size or as a reasonable accommodation. The enclosed waiver needs to be signed by the applicant indicating they understand this stipulation. (For further explanation, you may request RHAF tenant selection plan from management office). In addition, spouses must share a 1 bedroom unit, unless a 2 bedroom is required to satisfy a reasonable accommodation.*

Copies of the following must be included when submitting your application:

- **Birth certificate, naturalization certificate or resident alien card for everyone who will reside in the apartment**
- **Social security card for everyone who will reside in the apartment**
- **Photo identification of the adult applicant (s)**
- **Proof of income: (e.g., pay stub, SSI, SSD, disability, TANF, unemployment, etc.)**
This must be recent—it cannot be 1 or 2 years old.

If you have further questions, please call 201-868-6300, ask for ext. 23 and leave a message.

TDD 1-800-852-7897



Thank you,
Cervelli Management Corporation
Agents for RHAF Company, LLC

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