



NATIONAL CORE ●●●●
Villa Serena

9421 Haven Avenue
 Rancho Cucamonga, CA 91730
 villaserena@nationalcore.org



Brand New 1-, 2-, and 3-Bedroom Apartments in San Marcos, California

Pre-applications can be submitted:

- Online (Please visit <https://nationalcore.org/communities/villa-serena/>)
- Mailed to 9421 Haven Ave, Rancho Cucamonga, CA 91730
- In-Person to Villa Serena Office: 339 Marcos St, San Marcos, CA 92069

Pre-applications will be accepted in only these formats from 8:00 AM September 26 to 5:00 PM October 14, 2022.

*All applications delivered via mail need to be received no later than October 14, 2022.

Thank you for your interest in applying to live at Villa Serena Apartments, Phase I, an affordable community located at 339 Marcos Street in San Marcos, California 92069. Villa Serena offers 85 brand-new 1-, 2-, and 3-bedroom apartments for households earning below 60% of the Area Median Income for San Diego County.

UNIT MIX INCLUDING RENTS & INCOME RESTRICTIONS (Subject to change):

Unit Size	# of Units	Household Size	Rent 30% AMI	Rent 40% AMI	Rent 50% AMI	Rent 60% AMI
1 Bedroom	18	1-3	\$264-684		\$1,172	\$1,416
2 Bedroom	41	2-5	\$822	\$1,115	\$1,407	\$1,700
3 Bedroom	26	3-7	\$947	\$1,285	\$1,623	\$1,962

Maximum Gross Annual Income (eff. 4/18/22)				
Household Size	30% AMI*	40% AMI*	50% AMI*	60% AMI*
1	\$27,330	\$36,440	\$45,550	\$54,660
2	\$31,230	\$41,640	\$52,050	\$62,460
3	\$35,130	\$46,840	\$58,550	\$70,260
4	\$39,030	\$52,040	\$65,050	\$78,060
5	\$42,180	\$56,240	\$70,300	\$84,360
6	\$45,300	\$60,400	\$75,500	\$90,600
7	\$48,420	\$64,560	\$80,700	\$96,840
8	\$51,540	\$68,720	\$85,900	\$103,080

Minimum monthly income is 2x rent

* Income and Rent Limits Subject to Change

* There is no minimum income requirement for applicants in possession of a Tenant Based Section 8 Voucher.



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Affordable rents are income-restricted in accordance with the Low-Income Housing Tax Credit (LIHTC) program and other regulatory agreements. Income limits and rental rates subject to change.

As required by the Tax Credit Allocation Committee (TCAC), mobility/hearing/sight impaired households will have priority for units designed for the mobility impaired and units designed for the hearing/sight impaired.

HOW TO APPLY

Please log on to <https://nationalcore.org/communities/villa-serena/> between September 26, 2022 at 8:00 AM and October 14, 2022 5:00 PM and complete the pre-application. If unable to access by computer, please mail to:

National CORE
c/o Villa Serena Apartments, Phase I
9421 Haven Avenue
Rancho Cucamonga, CA 91730

OR Turn in pre-applications in person to:
Villa Serena
339 Marcos Street
San Marcos, CA 92069

Incomplete pre-applications may be rejected.

Please take your time to accurately complete the pre-application and mail with postmark date between September 26, 2022 - October 13, 2022. All applications delivered via mail must be received no later than October 14, 2022.

Each household may only submit one pre-application & grounds for denial. Duplicate household pre-applications will not be considered.

VILLA SERENA APARTMENTS, PHASE I APPLICATION PROCESS

Submit a Pre-Application

Pre-applications will be accepted from September 26, 2022 at 8:00 a.m. until October 14, 2022 at 5:00 p.m. Applications received online, by mail, and in person will be placed in the order they are received.

After we review your information, and if you qualify for the next stage of processing, a leasing associate will schedule an appointment with you to go through the additional paperwork required. Credit checks, criminal background screening, landlord references, and income and asset verifications will be required for all applicants. Please note, there will be a fee of \$20 per applicant charged to run credit checks. This meeting will also give you an opportunity to ask any questions you may have about the application process and the property. Please remember, although applications are processed in the order of the waiting list, apartments will be offered on a First-Qualified, First-Offered basis.

Interview

At your scheduled appointment, please come prepared with all requested supporting documents as outlined in the Application Checklist below. We will confirm the information supplied on your application and answer any concerns you may have. This interview normally takes approximately 45 minutes. All persons 18 and over who will be living in the apartment, must participate in this interview. Your leasing associate must verify credit, criminal background check, rental history, and all sources of income and assets. Your patience and cooperation are appreciated.

Apartment Offer

When all documents have been received and approved, qualified applicants will be notified and move in dates confirmed. Remember, you will only receive one offer of an apartment. If you decline that apartment, you will be considered to have withdrawn your application.





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12 Month Lease Term

Leases will be for a minimum term of one year.

Pets

No pets allowed.

Parking

There are a limited number of residents spaces at Villa Serena Apartments, Phase I. Parking will be by permit only. Parking is restricted to cars owned by residents of Villa Serena Apartments, Phase I. All cars must be registered in the name of the resident and residents must provide proof of current auto insurance and a valid driver's license. All cars must be for personal use only, be in working order, and be maintained in a safe condition at all times. Vehicles not in compliance will be towed at the owner's expense. No exceptions. Accessible spaces are available.

Smoking

Villa Serena is a 100% smoke free community.

INTERVIEW CHECKLIST

****DO NOT SUBMIT THIS INFORMATION WITH YOUR PRE-APPLICATION.
THIS IS ONLY REQUIRED AT THE TIME OF INTERVIEW****

If you choose to apply and we contact you for an interview, you will be required to provide the following documentation:

For household members 18 and older:

Valid state or national picture ID (i.e. Driver's License, Passport, etc).

Employment: Copies of the first pay-stub for the current calendar year and the most current 3 months of consecutive pay-stubs (7 stubs if paid bi-weekly; 6 stubs if paid semi-monthly; 13 stubs if paid weekly) or equivalent proof of other income. A copy of the most recent IRS tax return is required for cash paid employment.

Unemployment Insurance: Printout of statement or copy of last letter showing current monthly benefit.

Self-Employment: Copy of past 1 years IRS Tax Return including Schedule C.

GA/AFDC/TANF: Printout of benefits paid in last 12 months or last Notice of Action letter (dated within 120 days)

Pensions & Annuities: Copy of the most current statement.

Real Estate: Copy of the most recent mortgage statement, & other relevant owner information.

Student: Name and Address of school.

For all household members of any age:

Social Security Cards if applicable (for all members) and Birth Certificates (for minors only)

SSI or SSA/Disability: Printout of the benefit letter (the date on the letter needs to be within 120 days prior to move in).

Bank Accounts and Assets: Copies of the 6 most recent bank statements for checking accounts; 6 most recent bank statements for savings account. (For electronic pay cards: printout or receipt. 401K current statement and or IRA statement.

Child Support/Alimony: Current notice from D.A. Office, a court order, or a letter from the provider.



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Financial Assistance: This includes regular gifts or payments from anyone outside of the household (includes anyone paying your bills). We will require a written letter from the person providing assistance stating the amount and length of assistance.

Other: Documentation for regular pay as a member of the Armed Forces, severance payments, settlements, lottery winnings or inheritances, death benefits or life insurance dividends, trust benefits, stocks, bonds, whole life insurance policies or any other source of income not listed.

GROUNDINGS FOR DENIAL OF RENTAL APPLICATION

We welcome your application to rent an apartment at Villa Serena Apartment. It is the responsibility of each applicant to provide any and all information required to determine eligibility. **Persons with Disabilities may be entitled to reasonable accommodations.** Applicants will be made aware of their right to reasonable accommodation in cases where disability status is a contributing factor to poor credit or evictions. The following lists the reasons why we might deny your application.

1) Credit (An exception for extraordinary medical expenses and/or student debt may be permitted.)

- Open lines of negative credit with no positive offset.
- A non-discharged bankruptcy.

2) Rental History

- A judgment against an applicant obtained by the current or previous landlord.
- An unmet obligation owed to a previous landlord.
- The applicant must have made timely payments of the last year's rental payments.

3) Personal History

- Blatant disrespect, violent, threatening, or disruptive behavior toward management, the property, or other residents exhibited by an applicant or family member any time prior to move-in (or demonstrable history of such behavior).

4) Criminal Background Check

- The manufacturing, selling or possession of any drugs or illegal substances, or established pattern of manufacturing, selling or possession of any drugs or illegal substances.
- Conviction for physical violence to persons or property, violent criminal activity, sexual abuse, illegal weapons possession, any form of assault, breaking and entering, burglary, arson, or drug related criminal activity, or any act that would threaten the health, safety or right to peaceful enjoyment by other residents, or employees and contractors who work with the community.

5) Annual Income/Occupancy standard/other program regulations

- Annual Income (including assets) not within the established restrictions for the property.
- Household size must meet the established occupancy standard for the property.
- Applicant must meet all program regulated eligibility requirements.

6) Documentation

Each potential occupant must provide all documentation required by the selection process. If an applicant does not show up for an interview, or provide at a minimum the following documentation it is grounds for denying your application:

- Completed and signed application, release of information, grounds for denial, and application fee and deposit (if required).



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- Landlord references covering the last two years of residency or verification of homelessness when applicable.
- Appropriate proof of all income sources and assets.
- Any other documents required to determine eligibility.
- Any undisclosed or altered documents.

7) Offer of an Apartment

Applicants will be offered only one apartment. Declining the offer of an apartment is considered to be a withdrawal of the application by the applicant.