

## PPV FH APPLICANT STATEMENT OF UNDERSTANDING

### CURRENT LIVING SITUATION

1. Is your family currently residing in PPV housing?  Yes  No

If yes, move-in date, location and address \_\_\_\_\_

2. Are you currently in a lease?  Yes  No

If yes, lease expiration date \_\_\_\_\_

Address \_\_\_\_\_

If yes, is your lease with a Rental Partnership Program (RPP) Complex?  Yes  No

If no where are you staying? (family/friend/hotel, etc.) \_\_\_\_\_

\_\_\_\_ I understand, if I am in a RPP lease, I will not be offered PPV Housing unless I have completed my first lease term, and provided the housing counselor with a copy of my second term month-to-month RPP lease.

\_\_\_\_ I understand, prior to signing for PPV housing, I will be required to provide proof from my landlord that I have given proper vacate notice. If living in a RPP unit, I am required to provide from the landlord proof of proper vacate notice and proof that all required terminations fees have been paid.

\_\_\_\_ I understand that I should **not** give a lease termination notice until you have a firm move-in date from PPV partner. Any termination of existing off-base housing, including negotiations regarding a lease, is your responsibility and should follow the terms of your rental agreement.

### HOUSING NEEDS

3. When do you need housing? \_\_\_\_\_

\_\_\_\_ I understand that I must have **six months** or more remaining on my Projected Rotation Date (PRD) and End of Active Obligated Service (EAOS) to be assigned housing.

4. Housing Site Wait List Preference: \_\_\_\_\_

\_\_\_\_ I understand that I will be placed on a wait list and I will be offered first available unit based on my entitlement; there are no promises or guarantees on which PPV housing area I will be offered.

\_\_\_\_ I understand that if I decline my first offer of PPV housing, I will be made a second offer, but if I decline the second offer, I will be placed at the bottom of the wait list with a control date effective the day following the date I declined my second offer.

\_\_\_\_ I understand that when offered housing; I have 24 hours to accept or to decline. If I do not respond within 24 hours the home will be considered declined and released to the next available applicant.

\_\_\_\_ I understand waiting times for housing are only **estimates** and are subject to change.

\_\_\_\_\_ I understand housing may not be immediately available. Waiting times begin upon detachment from the previous command, if service member applies within 30 days of reporting date.

\_\_\_\_\_ I understand that assignment to PPV housing will be accepted in writing. Acceptance may be made by sponsor or sponsor's designee with a Special Power of Attorney (must state "start, stop, and change allotment").

\_\_\_\_\_ I understand, If I accept and sign a lease and then cancel before occupying housing, I will be **permanently** removed from the waiting list.

\_\_\_\_\_ I understand I am required to keep the Housing Office advised of any changes to my application (i.e. lease or Rental Partnership Program (RPP) expiration, rate, family members, phone numbers, e-mail addresses, etc.). I am required to provide housing with advance notice if I am unable to accept PPV housing until a specific date.

#### FAMILY COMPOSITION

5. An addition to my family is expected.  Yes  No

(HSC requires a doctor's written statement with the estimated due date of birth. Single service women must provide a BAH chit and pregnancy statement from doctor to include estimated due date.)

If you have joint legal and physical custody of a dependent child for at least six months you will be considered for appropriate bedroom eligibility. You must provide proof of custody, i.e., divorce decree showing custody.

An unmarried dependent child under 23 years of age who is enrolled full-time (i.e.  $\geq$  12 hours course load) in an institution of higher learning, will be counted as a family member when determining bedroom eligibility, provided the child will be residing with the sponsor six months a year.

6. Are you enrolled in the Exceptional Family Member Program (EFMP)?  Yes  No

If yes, category # \_\_\_\_\_ (**Only** Navy has a category #, all other branches need to submit a EFMP letter)

Do you have any special requirements? (i.e. single level, ramp, etc.)

\_\_\_\_\_

7. Wounded Warriors have priority for single family and single level homes.

#### BAH

8. You **must** be in receipt of Basic Allowance for Housing (BAH) or provide a statement on command letterhead stating when the BAH will start before you can be offered housing.

9. Dual Military Couples and Single Sailors, who occupy full BAH properties, will be charged rent at the BAH with dependent rate of the higher ranking service member.

#### COURTESY MOVE ENTITLEMENT

POLICY STATEMENT: In accordance with CNICINST 11103.12 Navy Housing and Intra-Station Moves to qualify for a courtesy move you must meet the following:

#### COURTESY MOVE ENTITLEMENT ELIGIBILITY

10. \_\_\_\_ I understand I am **eligible** for a courtesy move when I receive PCS orders and apply for Private Public Venture (PPV) housing within 30 days of reporting to my initial command in the Naval District Washington area and PPV housing is not available.

11. \_\_\_\_ I understand if PPV housing is not available, and I seek a private rental or lease, I **must** notify the Housing office of my intent to remain on the wait list and keep the Housing office informed of the date I will become eligible to accept PPV Housing (e.g. the date the lease will expire).

12. \_\_\_\_ I understand I am **not eligible** for a courtesy move from one local PPV housing to another local PPV housing.

#### **COURTESY MOVE: FORFEITS ELIGIBILITY**

13. \_\_\_\_ I understand I **forfeit eligibility** if I fail to apply for PPV housing within 30 days of report date to my Naval District Washington command.

14. \_\_\_\_ I understand I **forfeit eligibility** if I fail to request placement on the PPV housing wait list if housing is not available upon reporting to my Naval District Washington command.

15. \_\_\_\_ I understand I **forfeit eligibility** if I am referred to Lincoln Military Housing for housing and I am offered a home and turn down the home.

16. \_\_\_\_ I **agree to pay all charges in connection with this move, if I fail to notify Personal Property Shipping Office of any change in plans prior to contractor pick-up or delivery date. Desired pick-up date is after key pick-up date.**

17. \_\_\_\_ I understand I am responsible for moving expenses if I am not entitled to a courtesy move and when eligibility has been forfeited.

#### **OTHER PERTIENT INFORMATION**

18. \_\_\_\_ I understand the Resident Energy Conservation Program (RECP) is aligned with the DON energy conservation initiative to reduce the amount of utilities consumed in PPV housing. This program transfers some responsibility for utilities costs from the PPV partnership to the residents. It accomplishes this by charging the residents for usage above the 10% buffer zone or rewarding residents for conserving utilities, by issuing rebates to them when their utilities consumption is below certain target levels. The houses are grouped into Like Type Groups based on comparison of other homes in the neighborhoods based on similar size, age, bedroom count and energy efficiency. Waiver/exemption request forms from the RECP for medical purposes may be obtained at the housing office.

19. \_\_\_\_ I understand **all** residents with weapons in housing **must** complete DD Form 2760 and submit to base security before any weapon may be brought into housing. Ref: NSAWINST 5510.1

20. \_\_\_\_ I understand residents **may not keep or permit** the following dog breeds in Housing: Chows, Doberman Pinschers, Presa Canarios, Pit Bulls (American Pit Bull Terrier, American Staffordshire Terrier, Staffordshire Bull Terrier), Rottweiler's, any Wolf Hybrid, or any mix of the aforementioned breeds.

**Note:** Barnyard or exotic pets (reptiles, ducks, rabbits, chickens, ferrets, pigs, etc.) are **not allowed** in housing.

21. \_\_\_\_ I understand Housing Service Center counselors are your advocates in dealing with landlord/tenant issues whether you are living in PPV housing or community housing.

**CERTIFICATION:** I have read and understand the information provided on this application is true and I understand that providing false information can result in immediate eviction from quarters and is punishable under Article 15 of the Uniformed Code of Military Justice (UCMJ).

**Signature**

**Print Name**

**Date**

08/2018