Picture of Development
Affordable **[Condominiums] [Cooperatives]** for Sale

**[Developer Name],** is pleased to announcethat applications are now being accepted for **[#ofUnits]** newly constructed [Condominiums] [Cooperatives] at **[Project Name]** at **[Address].**

**[Neighborhood]**

Amenities: [list amenities here].

Transit**:** [list train and bus information here].

**No fee to apply • No broker’s fee • More information:** [www.developerwebsite.com](http://www.developerwebsite.com)

This building is being constructed through the **[INSERT NAME OF PROGRAM]** of the New York City Department of Housing Preservation and Development.

# Who Should Apply?

Individuals or households who meet the income requirements listed in the table below may apply. Qualified applicants will be required to meet additional selection criteria. General preference will be given to New York City residents

A percentage of units is set aside for people with disabilities:

* Mobility (5%)
* Vision/ hearing (2%)

Preference for a percentage of units goes to:

* Residents of **[ENTER CB HERE]** (50%)
* Municipal employees (5%)

Eligible buyers should have [#%] of the purchase price available for down payment.

**Please note that the quoted sales prices, maximum household income, asset limit, etc., are estimated and are subject to change.**

**EACH BUYER MUST OCCUPY THE [CONDOMINIUM] [COOPERATIVE] AS THEIR PRIMARY RESIDENCE.**

**ANY PROSPECTIVE APPLICANT WHO CURRENTLY OWNS OR PREVIOUSLY HAS PURCHASED A RESIDENTIAL PROPERTY IS INELIGIBLE.**

**The estimated sales prices, unit sizes, and income requirements are as follows:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Bedrooms** | **XX% AREA MEDIAN INCOME (AMI) UNITS** | **Units Avail- able** | **Household Size\*** | **Total Annual Income Range Minimum – Maximum\*\*** | **Asset Limit\*\*\***  **($166,950 + required down payment amount)** | **Monthly Maintenance** | **Estimated Prices** |
| Studio | X | 1 person | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 2 people | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 1 bedroom | X | 1 person | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 2 people | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 3 people | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 2 bedroom | X | 2 people | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 3 people | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 4 people | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |
| 5 people | $ xx,xxx - $ xx,xxx | $xxx,xxx | $xxx | $xx,xxx |

\* Subject to occupancy Criteria

\*\* Income guidelines subject to change; larger down payments may allow for lower minimum incomes.

\*\*\* Asset limit subject to change

### **How Do You Apply?**

DOWNLOAD ONLINE: [web address for download]

To request an application **by mail, send a self-addressed envelope to:** **[Project Name, c/o Developer/Marketing Agency Address].** Only send one application per development. Do not submit duplicate applications. Applicants who submit more than one application may be disqualified.

Completed applications must be returned by regular mail only (no priority, certified, registered, express, oversized, or overnight mail will be accepted) to a post office box number that will be listed on the application.

**Informational sessions will be held on**: **[Seminar Date 1]** and **[Seminar Date 2]** at [time] at **[seminar venue]**, **[address].**

Seminar attendance is not mandatory to purchase a [Condominium] [Cooperative].

### When is the Deadline?

Applications must be postmarked [DEADLINE DATE PROVIDED BY AGENCY]

### What Happens After You Submit an Application?

After the deadline, applications are selected for review through a lottery process.

If yours is selected and you appear to qualify, you will be invited to an appointment to review your documents and to continue the process of determining your eligibility. Appointments are usually scheduled from 2 to 10 months after the application deadline. You will be asked to bring documents that verify your household size, identity of members of your household, and your household income.

This advertisement is not an offering. It is a solicitation of interest in the advertised property. No offering of the advertised units can be made and no deposits can be accepted, or reservations, binding or non-binding, can be made until an offering plan is filed with the New York State Department of Law This advertisement is made pursuant to Cooperative Policy Statement No. 1, issued by the New York State Department of Law, file number **[Enter #]**. Sponsor: **[Sponsor name and address]**.

|  |  |
| --- | --- |
| **Español** | Presente una solicitud en línea en nyc.gov/housingconnect. Para recibir una traducción de español de este anuncio y la solicitud impresa, envíe un sobre con la dirección a: [ENTER ADDRESS]. En el reverso del sobre, escriba en inglés la palabra “SPANISH.” Las solicitudes se deben enviar en línea o con sello postal antes de [DEADLINE DATE PROVIDED BY AGENCY]. |
| **简体中文** | 访问 nyc.gov/housingconnect 在线申请。如要获取本广告及书面申请表的简体中文版，请将您的回邮信封寄送至：[ENTER ADDRESS]. 信封背面请用英语注明“CHINESE”。必须在以下日期之前在线提交申请或邮寄书面申请 [DEADLINE DATE PROVIDED BY AGENCY] |
| **Русский** | Чтобы подать заявление через интернет, зайдите на сайт: nyc.gov/housingconnect. Для получения данного объявления и заявления на русском языке отправьте конверт с обратным адресом по адресу [ENTER ADDRESS]. На задней стороне конверта напишите слово “RUSSIAN” на английском языке. Заявки должны быть поданы онлайн или отправлены по почте (согласно дате на почтовом штемпеле) не позднее [DEADLINE DATE PROVIDED BY AGENCY]. |
| **한국어** | nyc.gov/housingconnect 에서 온라인으로 신청하십시오. 이 광고문과 신청서에 대한 한국어 번역본을 받아보시려면 반송용 봉투를 [ENTER ADDRESS]으로 보내주십시오. 봉투 뒷면에 “KOREAN” 이라고 영어로 적어주십시오. [DEADLINE DATE PROVIDED BY AGENCY]까지 온라인 신청서를 제출하거나 소인이 찍힌 신청서를 보내야 합니다. |
| **Kreyòl Ayisyien** | Aplike sou entènèt sou sitwèb nyc.gov/housingconnect. Pou resevwa yon tradiksyon anons sa a nan lang Kreyòl Ayisyen ak aplikasyon an sou papye, voye anvlòp ki gen adrès pou retounen li nan: [ENTER ADDRESS]. Nan dèyè anvlòp la, ekri mo “HATIAN CREOLE” an Anglè. Ou dwe remèt aplikasyon yo sou entènèt oswa ou dwe tenbre yo anvan dat [DEADLINE DATE PROVIDED BY AGENCY]. |
| **العربية** | إرسال طلب عبر الإنترنت على nyc.gov/housingconnect. لتلقي ترجمة باللغة العربية لهذا الإعلان والتطبيق المطبوع ، أرسل مظروفًا بالعنوان إلى: [ENTER ADDRESS]. على ظهر المظروف ، اكتب باللغة الإنجليزية كلمة "ARABIC". يجب تقديم الطلبات عبر الإنترنت أو عن طريق ختم بريدي قبل [DEADLINE DATE PROVIDED BY AGENCY]. |
| Polskie | Aby złożyć wniosek online, przejdź na stronę nyc.gov/housingconnect. Aby uzyskać polskie tłumaczenie tego powiadomienia oraz wniosek w wersji wydrukowanej, wyślij kopertę z własnym adresem: [ENTER ADDRESS]. Wpisz słowo „POLISH” w j. angielskim na odwrocie koperty. Wnioski muszą posiadać stempel pocztowy lub zostać przesłane online nie później niż [DEADLINE DATE PROVIDED BY AGENCY]. |
| Français | Pour déposer votre demande en ligne, rendez-vous sur le site nyc.gov/housingconnect. Pour recevoir une traduction en français de cet avis ainsi qu’un dossier de demande papier, envoyez une enveloppe libellée à votre nom et votre adresse à l’adresse suivante : [ENTER ADDRESS]. Inscrivez le mot « FRENCH » au dos de l’enveloppe. Les demandes doivent être envoyées par la poste ou soumises en ligne au plus tard le [DEADLINE DATE PROVIDED BY AGENCY], le cachet de la poste faisant foi. |
| বাংলা | অনলাইনে আবেদন করতে, অনুগ্রহ করে nyc.gov/housingconnect এ যান। এই বিজ্ঞপ্তির বাংলা অনুবাদ এবং আবেদনটি ছাপানোভাবে পেতে এই ঠিকানায় একটি স্ব-সম্বোধিত খাম পাঠান: [ENTER ADDRESS]। খামের পিছনে “BENGALI” শব্দটি ইংরেজিতে লিখুন। অ্যাপ্লিকেশনগুলি অবশ্যই [DEADLINE DATE PROVIDED BY AGENCY] এর মধ্যে পোস্টমার্ক করতে হবে বা অনলাইনে জমা দিতে হবে। |
| اردو | آن لائن اپلائی کرنے کے لیے، براہِ کرم nyc.gov/housingconnect پر جائیں۔ اس نوٹس کا اردو زبان میں ترجمہ اور پرنٹ شدہ درخواست موصول کرنے کے لیے، اپنے ذاتی پتے کا حامل ایک لفافہ: [ENTER ADDRESS] پر بھیجیں۔ لفافے کی پشت پر لفظ "URDU" انگریزی میں تحریر کریں۔ درخواستوں کے لیے پوسٹ مارک کردہ ہونا یا [DEADLINE DATE PROVIDED BY AGENCY] سے زیادہ تاخیر سے آن لائن جمع نہ کرایا جانا لازم ہے۔ |

Equal Housing Logo
 Governor Kathy Hochul **•** Mayor Eric Adams **•** HPD Acting Commissioner Ahmed Tigani **•** HCR Commissioner/CEO RuthAnne Visnauskas