



Adult Day Services

Alzheimer's/  
Memory Care

**Apartments**

Assisted Living

Child and Infant Care

Community Programs

Cottage Homes

Home Care

Hospice

Lifelong Learning

Long-term Care

Respite Care

Short-term Skilled  
Nursing & Rehabilitation

Spiritual Services

Volunteer Opportunities

10950 Pine Grove Trail  
Chardon, OH 44024

notredamevillage.org  
**440.279.9400**

# Apartments

Independent living is ideal for individuals ages 65 and better who are downsizing to an independent lifestyle with amenities and activities and available supportive services.

Jennings at Notre Dame Village is a community of living and learning on the Sisters of Notre Dame campus in western Geauga County, Ohio. The development offers independent and supportive residences for adults 65+. Residences include cottage homes, independent living apartments, and assisted living for individuals needing memory support.

The idyllic charm of Jennings at Notre Dame Village is captured not only in acres of pastoral setting but in its architecture and lifestyles as well. From natural serenity to customizable home features, Jennings at Notre Dame Village has something for everyone.

## Worry-free Community Living

With 80 years of experience, Jennings is attentive to the mind, body and spirit of adults with a focus on holistic wellness. Bringing together the traditions of neighborhood and home, Jennings offers you the opportunity to enjoy an independent lifestyle and the everyday elements of community life without the worry of home maintenance. Rent includes home and appliance maintenance and all utilities (including phone service, internet and cable television).

Jennings at Notre Dame Village Apartments are in the heart of Geauga County. You can easily take advantage

of programs at the Geauga County community centers or YMCA as well as a variety of programs and special events provided on the Jennings at Notre Dame Village campus.

## Living at Your Best

Jennings' philosophy is to provide an engaging community that also helps you remain as independent as possible for as long as possible. With a balance of privacy and social activity, you can live the way you choose. You'll find choices designed for living well, such as delicious dining options, lifelong learning, an engaging social calendar, wellness opportunities and spiritual programs. From volunteer opportunities to intergenerational programs to off-campus trips, Jennings is committed to life-enriching programs and services to support the celebration of life and discovery of potential.

In addition to lifestyle choices, Jennings will help you access extra support if you should need it, with a range of convenient and supportive services. The support of housekeeping, laundry, personal care, home health care, home handyman and social services, as well as physical, occupational and speech therapy, can help you maintain your independence (nominal fees may apply).



# Services and Amenities

## Key Features

- 81 apartments for adults 65 and older
- Rent includes **all utilities** (including phone, internet and cable)
- Laundry appliances in suite
- Life-enriching activities and regular group shopping trips
- Connected underground parking for residents
- On-site community dining room and cafe, including meal card minimum monthly allowance for meals
- Non-smoking residences and campus grounds
- Key-entry at front door and apartment; guests ring resident from main entrance to announce the visit
- Community rooms for gathering, activities or games with neighbors or private reservation
- Elevator access to all three floors
- Trash disposal on each floor
- Domestic pets allowed (additional security deposit and policy apply)
- No entrance fee to community

## Apartment Amenities

- Several floor plans are available: studio, one-bedroom, one-bedroom with den and two-bedroom
- Some unit layouts offer additional support designed for mobility impairment
- Furnished with all appliances
- Gas heat and electric cooking
- Thermal windows with blinds in living room and bedrooms
- Wall to wall carpeting in living room
- Varying design packages
- Granite counters
- Plentiful storage in walk-in closets

## Campus Amenities

### Inclusive Services

- Lifelong learning, intergenerational programs, spiritual opportunities, enriching activities, group transportation for shopping and special events on the campus
- Private mailbox
- Outdoor gardens and walking paths
- Various community rooms to enjoy the company of neighbors or reserve for a private gathering
- Regular resident meetings
- Volunteer opportunities

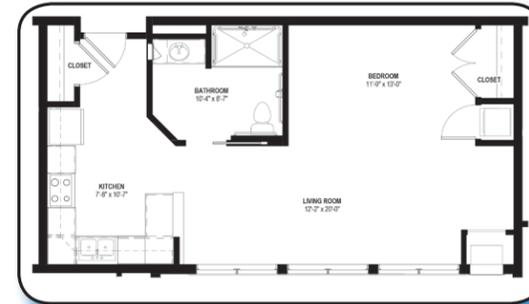
### Additional Fee-for-Service Options

- Campus services and amenities
- Meal services in the dining room, served restaurant style
  - "Grab and go" meal items
  - Specialized requests for housekeeping/laundry services
  - Handyman services (for special personal requests, such as furniture assembly)
  - Home care\*
  - Physical, occupational and speech therapy\*
  - Hospice\*
  - Access to medical services through insurance or private payment\*

\*services may be covered by insurance

## Average Apartment Layouts

Studio = 578 sq. ft.



One-bedroom with den = 940 sq. ft.



One-bedroom = 732 sq. ft.



Two-bedroom = 1,054 sq. ft.





## Jennings

For 80 years, Jennings has nurtured the body, mind and spirit of adults. Jennings is a vibrant, non-profit organization, rooted in its Catholic foundation and serving people of all faiths. Jennings provides a continuum of care in four Northeast Ohio locations: Brecksville, Garfield Heights, Shaker Heights and now Chardon.

Our namesake is a memorial to Monsignor Gilbert P. Jennings. Considered to be a socially progressive thinker in his Cleveland parish, Monsignor Jennings was truly a visionary in meeting the needs of his people. With his planned gift, the Sisters of the Holy

Spirit began a ministry to Northeast Ohio adults that continues today through their sponsorship and the many compassionate hearts and hands of staff members.

### Our Mission

Rooted in Catholic values, Jennings nurtures and celebrates individuals as they age, through exceptional choices and continuous innovation. In fulfilling our mission we commit ourselves to these values:

Respect | Compassion | Community  
Discovery of Potential | Celebration of Life

## Sisters of Notre Dame

The Sisters of Notre Dame were founded in 1850 in Germany, and came to the United States in 1874 when religious communities were expelled from Prussia. Within six years almost 200 sisters came to Cleveland and spread throughout Northeast Ohio, staffing and founding schools. After World War II, the sisters began purchasing land in Geauga County, and moved their provincial center to its present location on Auburn Road in 1960. Both Notre Dame Elementary School and Notre Dame Academy, now Notre Dame-Cathedral Latin, also moved to the 450 acre campus. Today the two schools educate

approximately 1250 children grades pre-K through 12.

Notre Dame Education Center includes the administrative offices for the Sisters of Notre Dame as well as health care, assisted living and independent living for both active and retired sisters. Besides their historic ministry of education, the sisters today serve in parishes, pastoral care, social justice and outreach ministries. Notre Dame Village is an extension of the sisters' commitment to serve the changing needs of the community.

**Follow us on Facebook | Instagram | Twitter | LinkedIn: NDVillageOhio**

We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, creed, sex, disability, familial status, national origin, actual or perceived sexual orientation, gender identity, marital status, ancestry, military status, or class.





## Jennings at Notre Dame Village: Apartments

Thank you for inquiring about the new Notre Dame Village Apartments. **Please note the head of household must be 65 years of age or older** at the time they submit the application, and additional applicants must be 55 years or older. **Please note that Notre Dame Village Apartments offers a smoke-free environment indoors and throughout its grounds.**

### APPLICATION PROCESS

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#### Step 1: Complete the application.

**PLEASE NOTE:** This application is only for Jennings at Notre Dame Village Apartments or Cottage Homes. Please place a checkmark for which residence you are applying. Check off all floor plans that you would consider.

- **Be sure to complete all parts of the application.** We can only process applications that are complete. If your form is not complete, we may have to return your application to you without considering it.
- Please remember the following:
  - Information on the application must be complete for each member of the household. Include the names of all household members that will occupy the residence.
  - Be sure to sign and date ALL forms.
- If you have specific questions about the application or your personal situation, you may call (440) 279-9400.

#### Step 2: Include the application fee.

- **There is a \$25 application fee to apply for Notre Dame Village Apartments.** The \$25 fee must be included with the complete application packet in order to be processed. **The fee can be paid by either a personal check or a money order made out to “Jennings at Notre Dame Village.”** The cancelled check or money order stub will serve as a receipt; Jennings does not offer an additional receipt. *We are **not** able to accept cash.*



**Step 3: Return the completed application (including the fee).**

Jennings staff accepts applications by mail and in person to:

Notre Dame Village  
10950 Pine Grove Trail  
Chardon, OH 44024  
ATTN: Admissions

**PLEASE NOTE: No applications will be accepted at Sisters of Notre Dame offices.**

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## Application Packet Checklist

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### When the application packet is returned it must include:

- o **Application** (*1 per household*): Complete one application and include all household members.
- o **Application Fee:** \$25 check or money order **made out to Jennings at Notre Dame Village.**

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## What happens next?

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1. Once Jennings has received the application, the staff will mail you a confirmation.
2. Jennings staff will review each application to see that applicants qualify for the type of apartment chosen on the application. Each applicant in a household will be pre-qualified independently regarding landlord references and credit and criminal background screening.

An application **may be rejected** for any reason including, but not limited to the following:

- a. Negative landlord response
  - b. Failure to meet past financial obligations
  - c. Negative credit report
  - d. Previous criminal history
  - e. Income does not meet the eligibility guidelines
  - f. Total number in the household does not meet occupancy guidelines
  - g. Giving false information on the application
  - h. Returned application fee check
  - i. Age of everyone in the household does not meet minimum age requirement (Minimum age by the requested move-in date is 65 years of age for the head of household; additional household member may be 55 years or older.).
3. Jennings staff will contact each household by phone or US mail within five (5) business days of receiving the application. Staff will inform each household of any questions we have or additional information we need, or to schedule a personal interview.

## Other Notes and Policies

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- Jennings agrees not to discriminate based upon race, color, religion, creed, sex, disability, familial status, national origin, actual or perceived sexual orientation, gender identity, marital status, ancestry, military status, or class. Jennings will seek to identify and eliminate situations or procedures that create a barrier to an equal housing opportunity for all. Jennings will make reasonable accommodation for applicants or tenants with handicaps and/or disabilities. It is our policy to guard the privacy of individuals and to ensure the protection of such individual's records maintained by Jennings.
- Jennings will accept and process applications in accordance with regulations and organizational policies. **All qualified and completed applications** will be considered for Notre Dame Village Apartments. Failure to respond to Jennings' requests or letters may result in stopping the application from further processing and removal from the waiting list.
- **Consideration of an application does not guarantee that the applicant will qualify for an apartment.** Decisions to accept or reject applicants may be made after review of the initial application or after any or all verifications have been received. Jennings will notify the applicant by mail if his/her completed application packet has been denied. The applicant will have the opportunity to appeal the rejection prior to being removed from the waiting list. Jennings will make a determination of eligibility based on the residence requirements and organizational policies. Jennings will be the final judge of what constitutes adequate and credible documentation. Any information provided by the applicant that proves to be untrue may be used to disqualify the applicant for admission.



Thank you for your interest in independent living at Notre Dame Village. Attached you will find an application to apply for a cottage home or apartment at Notre Dame Village. Please complete this application, sign, and return it to us. Jennings does not discriminate against applicants or residents in the provision of services or in any other manner on the grounds of race, color, religion, creed, sex, disability, familial status, national origin, actual or perceived sexual orientation, gender identity, marital status, ancestry, military status, or class.

**Please note that Notre Dame Village is a non-smoking campus.**

### **INSTRUCTIONS**

Please be sure to complete all parts of this application for all applicants who will occupy the residence. The information requested in this application is required to help determine your ability to pay for the services you are requesting. Please answer each question truthfully and completely. Incomplete or inaccurate answers to questions may delay the processing of the application, and untruthful answers may result in a denial of the application. **Please note, there is a \$25.00 non-refundable application fee to apply for residence. Please make checks payable to Jennings.**

We will send a confirmation letter when we receive the completed application and review the information provided. **Once the application has been completed and signed, please send the completed application, along with the \$25.00 application fee, to:**

Jennings at Notre Dame Village  
10950 Pine Grove Trail  
Chardon, OH 44024

ATTN: Admissions

The information provided will be reviewed by Jennings and is subject to independent verification by third parties. If a decision is made for an individual to become a resident of Notre Dame Village, you will need to sign various documents, including a lease.

**If you have any questions or concerns, please contact us at (440) 279-9400.**



# Cottage Home and Apartment Application Jennings at Notre Dame Village



Today's Date: \_\_\_\_\_ Requested Date of Residence: \_\_\_\_\_

Interest (check one)  Cottage Home  Apartment Studio  Apartment: 1 Bedroom  
 Apartment: 1 Bedroom with Den  Apartment: 2 Bedroom  
 Apartment: First Available

Would either applicant benefit from a handicap accessible apartment?  Yes  No

## APPLICANT(S) INFORMATION

### APPLICANT 1

|  |              |          |           |         |
|--|--------------|----------|-----------|---------|
| Full Name  |              |          |           |         |
| Address  |              |          |           |         |
| Address line 2   |              |          |           |         |
| City   | State        | Zip      |           |         |
| Length of stay at residence  | Own or Rent? |          |           |         |
| Phone  |              |          |           |         |
| Email  |              |          |           |         |
| Sex (optional)   | Birthdate    | Age      |           |         |
| Single   | Married      | Divorced | Separated | Widowed |
| Marital Status (circle one)  |              |          |           |         |
| Religious Preference (optional)  |              |          |           |         |
| Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No |              |          |           |         |
| Are you a veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No      |              |          |           |         |
| If yes, please list branch of service: _____                                     |              |          |           |         |
| Driver's License Number and State  |              |          |           |         |

### APPLICANT 2 (If applicable)

|  |              |          |           |         |
|--|--------------|----------|-----------|---------|
| Full Name  |              |          |           |         |
| Address  |              |          |           |         |
| Address line 2   |              |          |           |         |
| City   | State        | Zip      |           |         |
| Length of stay at residence  | Own or Rent? |          |           |         |
| Phone  |              |          |           |         |
| Email  |              |          |           |         |
| Sex (optional)   | Birthdate    | Age      |           |         |
| Single   | Married      | Divorced | Separated | Widowed |
| Marital Status (circle one)  |              |          |           |         |
| Religious Preference (optional)  |              |          |           |         |
| Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No |              |          |           |         |
| Are you a veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No      |              |          |           |         |
| If yes, please list branch of service: _____                                     |              |          |           |         |
| Driver's License Number and State  |              |          |           |         |



# Applicant Information

|   | Applicant #1   | Applicant #2   |
|---|--|--|
| Social Security Number  | _____  | _____  |
| Have you, or any member of your household, ever been evicted from a rental apartment or home? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, explain:  | _____  | _____  |
| Have you, or any member of your household, ever been convicted of a felony?                   | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, explain:  | _____  | _____  |
| Have you, or any member of your household, ever filed for bankruptcy?                         | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, explain:  | _____  | _____  |
| Do you have any pets?   | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are you, or any member of your household, on a lifetime sexual offenders list?                | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Will this be your only place of residence?  | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If no, explain:   | _____  | _____  |
| Is there anyone else living in applicant's home?  | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, name and explain relationship:  | _____  | _____  |
| Is applicant's home jointly owned?  | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes, name Co-owner:  | _____  | _____  |
| Does applicant currently have a reverse mortgage on the home?                                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Please list all states in which you have lived.   | _____<br>_____   | _____<br>_____   |

Additional notes/explanations:

## Current Employment (Complete only if currently employed)

### Applicant #1

Employer Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Employer Telephone Number: \_\_\_\_\_

Number of Years Employed: \_\_\_\_\_

### Applicant #2

Employer Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Employer Telephone Number: \_\_\_\_\_

Number of Years Employed: \_\_\_\_\_

# Financial Information

## Monthly Income.

For each income source below, indicate the monthly amount and in whose name the account is listed.

**Please provide copies of supporting documents.**

|                          |                      |                      |                |
|--------------------------|----------------------|----------------------|----------------|
| Employment Income        | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Social Security          | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Veterans Benefits        | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Pension and/or Annuities | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Dividends and Interest   | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Other _____              | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Other _____              | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |

## Current Monthly Expenses.

For each expense below, indicate the monthly amount.

|                                 |                      |                      |                |
|---------------------------------|----------------------|----------------------|----------------|
| Home Mortgage/Rent (circle one) | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Home Maintenance Fee            | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Credit Cards/Charges            | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Loans                           | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Prescription Expenses           | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Health Insurance Premium        | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Household Expenses              | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |
| Homeowner's Insurance           | Applicant 1 \$ _____ | Applicant 2 \$ _____ | Joint \$ _____ |

Other (for example student loans, child support, etc.)

specify \$ \_\_\_\_\_

Applicant 1    Applicant 2    Joint

specify \$ \_\_\_\_\_

Applicant 1    Applicant 2    Joint

Additional notes/explanations:

## Financial Information

| Type           | Account Holder   | Financial Institution | Value/Amount | Name(s) on Account in addition to Applicant | Is account held in trust?                                |
|----------------|--|-----------------------|--------------|---|--|
| Savings        | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Savings        | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Checking       | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Checking       | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Certificate    | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Certificate    | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Stock          | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Bond           | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Mutual Fund    | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Life Insurance | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Real Estate    | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Other          | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Other          | <input type="checkbox"/> Applicant 1<br><input type="checkbox"/> Applicant 2<br><input type="checkbox"/> Joint |                       |              |   | <input type="checkbox"/> Yes <input type="checkbox"/> No |

## Financial Responsibility

**Applicant and/or Financial Power of Attorney please sign below:**

I hereby affirm that, to the best of my knowledge, the information provided is true. I understand that Jennings will rely upon the accuracy and completeness of the above financial information in making a decision. Applicant and/or Financial Power of Attorney shall be responsible for insuring the cost of care from the applicant's funds. I/We will provide copies of legal documents (such as Financial or Durable Power of Attorney or Guardianship) upon admission.

Applicant (print name) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant 2 (print name) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Responsible Party \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Responsible Party Social Security Number: \_\_\_\_\_  
Required for those who have access to the applicant(s) funds.

# Family Information: Contact in Case of Emergency

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Cell: \_\_\_\_\_  
Email \_\_\_\_\_ Other: \_\_\_\_\_

**Check all that apply:**  Responsible Party: Financial  Responsible Party: Health Care  Emergency Contact 1  Alt Emergency Contact

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Cell: \_\_\_\_\_  
Email \_\_\_\_\_ Other: \_\_\_\_\_

**Check all that apply:**  Responsible Party: Financial  Responsible Party: Health Care  Emergency Contact 1  Alt Emergency Contact

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Cell: \_\_\_\_\_  
Email \_\_\_\_\_ Other: \_\_\_\_\_

**Check all that apply:**  Responsible Party: Financial  Responsible Party: Health Care  Emergency Contact 1  Alt Emergency Contact

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone: \_\_\_\_\_  
Address \_\_\_\_\_ Cell: \_\_\_\_\_  
Email \_\_\_\_\_ Other: \_\_\_\_\_

**Check all that apply:**  Responsible Party: Financial  Responsible Party: Health Care  Emergency Contact 1  Alt Emergency Contact

**Please list which of these contacts, if any, with whom we are permitted to discuss your application if we cannot reach you:**

## CERTIFICATION & SUBMISSION OF APPLICATION

I/We, the undersigned, state that I/we have read and answered truthfully each of the preceding questions for all members of the household who are to occupy the residence at Notre Dame Village for which the applications is made, all of whom are listed above. I/We understand that providing false information or making false statements may be grounds for denial of my/our application. I/We further understand that as part of the application process my/our credit report and criminal background report may be obtained without further authorization and that I/we will be required to authorize verification of my/our income and assets. I/We understand that all of the above information must be obtained in order to establish my/our eligibility for occupancy of a residence at Notre Dame Village.

Applicant 1 Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant 2 Signature \_\_\_\_\_ Date \_\_\_\_\_

**If individual other than applicant is completing the application, please sign below:**

Print Name \_\_\_\_\_ Relationship to applicant(s) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

I/We also understand that Notre Dame Village residences, in addition to all grounds of Notre Dame Village and Notre Dame campus, are smoke-free environments. I/We agree to follow the campus-wide "No Smoking" policy. INITIALS: \_\_\_\_\_

Please use this blank page for any additional notes.