



AMALGAMATED HOUSING CORPORATION

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Founded 1927

Frequently Asked Questions

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1. Now that I have submitted my application, how long do I have to wait to be called for an apartment?

Our waiting lists are extremely long and turnover is low. Therefore, we cannot give any assurances as to when your application will be reached. This will depend on the number of move-outs that occur and we do not know this information in advance. Our applications are kept in date order.

The **average** waiting time for a studio apartment is 8 to 10 years.

The **average** waiting time for a 1-bedroom apartment is 2 to 5 years.

The **average** waiting time for a 2-bedroom apartment is 9 to 10 years.

The **average** waiting time for a 3-bedroom apartment is 10 to 11 years.

These are average waiting times and are subject to change at any time.

2. How many bedrooms do I qualify for?

This will depend on your family composition as well as specific guidelines set by New York State Homes and Community Renewal (NYSHCR). The number of bedrooms you qualify for is based on the number of people in your family.

3. What should I expect once my application is reached?

When your application is reached, you will be asked to provide us with a copy of your State Income Tax Return and W-2 for all wage earners or your means of income if you are not working. Once we have determined that you have met income eligibility, we will then mail you the secondary portion of our application process, which is our "Application for Residency." Prior to our allocating an apartment to you, a credit check (i.e. past due payments, recently filed bankruptcy, housing court records), criminal background check, home visit, landlord verification and employment verification must be paid for by the applicant. An independent investigation agency will conduct the investigation. All family members over the age 18 will be investigated (credit & criminal checks only). Please be informed that a criminal history does not automatically disqualify your application. An individualized assessment will be performed for each applicant where applicable.

4. My investigation is complete, how soon after this will I be called to see apartments?

Once your investigation has been completed, we will write to you with the results. If the results are favorable, you will be contacted to view an apartment depending on the number of vacancies we have at that time.

5. How many apartments will I be offered?

We are supervised by New York State Homes and Community Renewal and allowed to offer only two apartments. If you refuse the two apartments we offer you, you will be removed from our active waiting list. However, you may submit a new application.

6. What happens after I accept an apartment?

Once you have accepted an apartment that has been offered to you, you will be required to pay a "good faith" deposit equivalent to one month maintenance within one week. The deposit will cover your maintenance when you pick up the keys to your new apartment, or be used to pay the maintenance should you cancel.

7. Will I have to pay my total investment before I move in?

Yes. Payment in full is required before picking up the keys. Your investment total will depend on the size your apartment. (See the Investment Range on Income Equity Guidelines.)

8. Does Amalgamated Housing Corporation accept mortgages?

No. Mortgages are not accepted.

9. Do any major appliances come with the apartment?

No. You will need to purchase your own refrigerator and stove.

10. Will I have an opportunity to have the apartment painted in different colors prior to moving in?

Yes. However, this only applies should you see an apartment that is being shown by the current cooperator *prior* to restoration. Any colors desired must be selected and paid for before the apartment is turned over for restoration. This will be in addition to the mandatory painting fee.

11. When do I take possession of the new apartment?

Please be informed that all apartments are subject to the prior approval of New York State Homes and Community Renewal. Possession of an apartment will not be given prior to NYSHCR approval. All new cooperators are required to pick up keys to their new apartment within forty-eight (48) hours of notification that the apartment is in move-in condition. If an applicant accepts an apartment that is in move-in condition, we will require that they pick up the keys no more than 4 weeks from acceptance. **Please be informed that restoration of an apartment does not include kitchen floors, terraces or window screens.*

12. What else do you require before I move in?

You must attend an orientation meeting with our Education Director. This meeting is to help you learn more about our cooperative community. You must purchase Homeowner's Insurance for your apartment. We will need a copy of this for our files prior to you picking up the keys. An active Homeowner's Insurance policy must be maintained at all times.

13. Are washing machines and/or dryers allowed?

Washing Machines are permitted in most buildings except the Towers (3975 & 3965 Sedgwick Avenue). Dryers are not permitted in any buildings. Please be informed that there is an extra monthly charge of \$17.00 for washing machines.

14. Does Amalgamated Housing Corporation allow dogs?

No. Dogs are not allowed.

15. How can I check the status of my application?

Please be informed that you are able to check your waiting list position by visiting the following website: <https://www.nyshcr.org/Apps/PublicAWL/>
Click on – *Waiting List Position Query* then select Amalgamated Housing and enter your application number