



Dear Belmont Chambers Applicant:

Thank you for your interest in Belmont Chambers. We believe that Belmont Chambers is a way to make home ownership affordable for moderate income individuals and families, not just now, but for the long-term.

Enclosed are materials that describe Belmont Chambers. There is some general information, a membership application, an employment verification, and a bank deposit verification form. If, after viewing the units and reading the material, you wish to apply, please complete the application and mail it to:

Grant Young
President
Belmont Chambers Coop, Inc.
43 Symphony Road, #3D
Boston, MA 02115

The Belmont Chambers Membership Committee will review your full application and if you meet the basic criteria, including a good credit history, an interview will be scheduled. At the interview, which should take less than an hour, you will have an opportunity to talk to Co-op members, ask questions, and tour the building.

Before an interview can be scheduled, your full application must include your employment and bank deposit verification. Simply fill out the top half of each form and submit the employment form to your employer and the deposit verification form to your bank. Have them return the forms to the address above. Only forms returned directly from your employer and your bank will be accepted.

The information you provide will only be reviewed by the Membership Committee and the Coop Board. After your application has been approved, it will be reported to the City for approval of the low-interest share loan. The Membership Committee gives special care to privacy but because City and Federal funds are involved, certain agency representatives must have access to the application.

We hope you find the enclosed information helpful and that you will share our enthusiasm for Belmont Chambers. Please come to our next Open House on _____ to see available units, tour the building, and meet Co-op members.

Sincerely,

The Membership Committee