



**Information and Application for  
4 Marble Farm Rd, Maynard, MA 01754  
2 Bedroom, Age-Restricted (55+) Unit - \$295,300  
First-Come, First-Serve**

This packet contains specific information for the purchase of 4 Marble Farm Road in Maynard, MA, including the eligibility requirements, the selection process, and an application form.

This unit is being offered as a **first-come, first-serve opportunity**. This application is a first step in the process and does not assure you a home. Applicants must secure approval for a mortgage loan, submit evidence of such approval together with the application, and be ready to buy.

Showings are by appointment only, and only after the application and mortgage pre-approval has been submitted.

**Please contact Jenicia Pontes at the Regional Housing Services Office for any questions or to submit your application:**

**Jenicia Pontes**  
**Regional Housing Services Office**  
**37 Knox Trail, Acton, MA 01720**  
**(978) 287-1091**  
[JenP@rhsousing.org](mailto:JenP@rhsousing.org)

Este paquete contiene información específica para comprar una vivienda asequible de 2 dormitorios.

本资料包包含购买经济适用型两居室住宅的具体信息。

Pakè sa a gen enfòmasyon espesifik pou achte yon kay 2 chanm abòdab.

Este pacote contém informações específicas para a compra de uma casa acessível com 2 quartos.

<b>If you need help with this application, please call</b>	<b>Jenicia Pontes</b> <b>Regional Housing Services Office</b> <b>978-287-1091</b> <b>TTY/TDD Relay 711</b>
<b>Si necesita ayuda con esta solicitud, llame al</b>	
<b>如果您在使用此应用程序时需要帮助, 请致电</b>	
<b>Si ou bezwen èd ak aplikasyon sa a, tanpri rele</b>	
<b>Se precisar de ajuda com este aplicativo, ligue para</b>	

**Project description**

**Marble Farm Condominiums** is an age-restricted 55+ development of 24 units built in 2008. Six of the units are affordable and restricted to buyers earning 80% or less of the area median income (AMI). The development is located right off of Rte. 27, and just a mile from downtown Maynard, which features the public library, a movie theater, abundant restaurants and shopping.

This affordable and spacious 2-bedroom, 2-bath condominium contains 1,968 square feet of living space on two levels. The first floor includes a large open concept space for living and dining, a kitchen, one bedroom, and one full bath. A second bedroom and full bathroom are on the second floor. The unit is newly painted throughout and features vinyl tile in the bathrooms, brand new carpeting throughout, a driveway and one-car garage, a back deck, and front porch.

## 4 Marble Farm Road, Maynard, MA - Housing Application

---

The heating system is gas with forced air. The condo is being sold 'as-is' with refrigerator, stove, dishwasher, garbage disposal and washer/dryer included.

The purchase price is **\$295,300**. Owners are required also to pay property taxes, and the 2025 Maynard tax rate is \$16.62 per \$1,000 of valuation or an estimated monthly amount of \$409. The condominium fee is currently \$236 per month, and the Condominium Association has rules and regulations for all owners that describe the operation of the condominium. Unit HVAC, electrical, plumbing, doors and windows are the responsibility of the unit owner.

The property is being offered at a discounted rate and, as such, this and all future sales of the property will be in accordance with the guidelines in the Deed Rider that is attached to the unit. The deed restriction will protect the property in perpetuity using resale price limitations. This unit will be sold to eligible 55+ age qualified households selected by lottery.

We invite you to read this information and submit an application, with the supplemental information. **This application can be downloaded from the RHSO website- <https://www.rhsohousing.org/looking-housing> and can be sent to you upon request.**

The Regional Housing Services Office (RHSO) will act as the resale lottery agent for this unit on behalf of the Town of Maynard. Please return the application to the RHSO at 37 Knox Trail, Acton, MA 01720 and/or contact the RHSO with any questions.

### **Lottery Description:**

1. The applications for this housing opportunity will be generally available, including on-line, in hardcopy at the Regional Housing Services Office (RHSO), and sent to anyone interested in the lottery. Notice of the lottery will be advertised, and communicated widely through local, regional and state channels.
2. Applications can be emailed to [JenP@rhsohousing.org](mailto:JenP@rhsohousing.org), mailed to or dropped off at 37 Knox Trail, Acton MA 01720. Applications that are dropped off should be placed in the big black metal USPS mailbox outside the RHSO office building. You may also contact Jen at [JenP@rhsohousing.org](mailto:JenP@rhsohousing.org) for a SharePoint link where you can upload your documents.
3. The applicant's household size will be determined from the application, and the required number of bedrooms as indicated on the application. Priority shall be given to households requiring at least the number of bedrooms in the unit.
4. The maximum gross household income will be verified and compared to the HUD 2021 published income limits.  
**1 person- \$92,650, 2 person- \$105,850, 3 person- \$119,100**
5. The household assets will be verified and compared to the **\$275,000 maximum asset limit**. Assets include but are not limited to all cash, cash in savings accounts, checking accounts, certificates of deposit, bonds, stocks, cash value of retirement accounts, value of real estate holdings and other capital investments. Equity from the sale of any home will be included with other household assets that cannot exceed a total of \$275,000.
6. **Condominium Restrictions on Use of the Unit:**
  - **One household member must be over 55 years of age.**
  - **The unit is restricted to residential use and occupancy by senior citizens, their spouses and their children.**
  - **Unit shall be occupied by no more than two persons**
  - **A third occupant may be allowed for the express purpose of providing health care to the occupants.**
7. Applicants cannot own other residential property, and must sell it before closing on this property.
8. Applicants will be reviewed in the order of completed applications received. Once an application is deemed complete by the Lottery Agent, the Lottery Agent will then determine initial eligibility and will notify the applicant of their status.
9. After a buyer has indicated that they want to proceed, the Sudbury Housing Trust, as the monitoring agent, will review the buyer's income, assets and other criteria before the buyer can proceed to purchase the unit.
10. Upon the satisfaction of the qualification requirements of both the Resale and Monitoring Agent, the qualified buyer is then able to move forward and execute the Purchase and Sale with the seller.

## 4 Marble Farm Road, Maynard, MA - Housing Application

---

11. The first qualifying household with a complete application will sign a reservation form and provide a \$1,000 deposit in the form of a certified or bank check within a mutually agreed upon timeframe. This is applied to the overall purchase amount.
12. All potential buyers are encouraged to attend a First Time Homebuyer Class prior to closing. Organizations offering these classes can be found at [www.chapa.org](http://www.chapa.org).
13. There are specific closing and financing requirements for loans on these units, which are listed below. We strongly encourage households to apply through banks who are aware of the resale restrictions and guidelines for affordable housing programs. These banks will likely have access to additional first-time homebuyer programs that may be of great assistance and increase your buying power such as the Massachusetts Housing Partnership's ONE Mortgage Program or MassHousing no-MI product.
  - The loan must have a fixed interest rate through the full term of the mortgage, with a fair market interest rate.
  - The interest rate must be locked in – not floating.
  - The buyer must provide a down payment of at least 3%, 1.5% of which must come from the buyer's own funds.
  - The loan can have no more than 2 points.
  - The buyer may not pay more than 38% of their monthly income for monthly housing costs.
  - Mortgage co-signers are not accepted, and Loans from non-institutional lenders will not be accepted.
14. The Fair Housing Act prohibits discrimination on the basis of race, creed, color, sex, age, disability, marital status, familial status, veteran status, sexual orientation, and/or national origin, or any other basis prohibited by law and is specifically prohibited in the sale of these units. An applicant who believes that they have been discriminated against in the buyer selection and sales process may contact: the Massachusetts Commission Against Discrimination; and/or the United States Department of Housing and Urban Development.
15. Disabled persons are entitled to request reasonable accommodation of rules, policies, or services, or reasonable modification of housing.
16. Resale process: The Monitoring Agent has up to 90 days after you give notice of your intention to sell the home to close on a sale to an Eligible Purchaser, or to close on a sale to a Monitoring Agent, or to a buyer that one of them may designate. This time period can be extended, as provided in the Deed Rider, to arrange for details of closing, to locate a subsequent purchaser if the first selected purchaser is unable to obtain financing, or for lack of cooperation on your part. If you attempt to sell or transfer the home without complying with the Deed Rider requirements, the Monitoring Agents may, among their other rights, void any contract for such sale or the sale itself.

# 4 Marble Farm Road, Maynard, MA - Housing Application

## AFFORDABLE HOUSING APPLICATION

Applicant Legal Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Email (please write legibly\*) \_\_\_\_\_

Applicant Legal Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Email (please write legibly\*) \_\_\_\_\_

**\*Note: Email will be main method of communication. Please provide an email address and remember to write clearly.**

I learned of this Housing Opportunity from (check all that applies):

Website: \_\_\_\_\_ Letter: \_\_\_\_\_ Advertisement: \_\_\_\_\_ Other: \_\_\_\_\_

### THIS APPLICATION IS NOT COMPLETE IF NOT SUBMITTED WITH:

\_\_\_\_\_ Completed application signed by all individuals over the age of 18.

\_\_\_\_\_ Copy of 2023, 2024, 2025 Federal tax returns, as filed, with W-2's and schedules for 2025 tax return, for every current or future person living in the household over the age of 18. State returns are not required.  
▪ **If you do not have copies of or have not filed your Federal tax returns, you must complete form 4506-T & submit to the IRS for transcripts of your tax return or verification of non-filing. Obtain a copy of the form at [irs.gov](https://www.irs.gov).**

\_\_\_\_\_ Copy of five most recent consecutive pay stubs for all household members age 18 and older. A year-to-date Profit/Loss Statement for self-employment - Equivalent of IRS form Schedule C.

\_\_\_\_\_ Current statements and documents that indicate the payment amounts from all other sources of income of all members listed on the application (including minors), such as family support, alimony, child support, Social Security benefits, pensions, unemployment compensation, workman's compensation, disability and any other form of income.

\_\_\_\_\_ Current & consecutive statements (last 3 consecutive months) of all assets, including international assets, showing current value including all bank accounts, investment accounts, cash life insurance policies, retirement accounts etc. for all household members:  
▪ **On financial institution letterhead, Include all pages**  
▪ **Please explain any non-payroll deposits over \$500 by notation on the statement.**

\_\_\_\_\_ Mortgage pre-approval and proof of adequate assets to cover down payment and closing costs. These units are not eligible for family loans. Applicants cannot spend more than 38% of their monthly income toward monthly housing costs.

\_\_\_\_\_ Documentation regarding current interest in real estate, if applicable.

\_\_\_\_\_ No Income Statement, signed and notarized, for any household member over 18 with no source of income, **if applicable**, containing the language "Under penalties of Perjury."

\_\_\_\_\_ No Child Support Statement, signed and notarized, **if applicable**, containing the language "Under penalties of Perjury."

\_\_\_\_\_ Gift Letter, signed by donor, **if applicable**, indicating that there is no expected repayment of the gift.

## 4 Marble Farm Road, Maynard, MA - Housing Application

Household Information - List all members of your household including yourself. Number of Bedrooms Needed: \_\_\_\_\_

	Names of all Persons to Reside in Dwelling (First Name, Middle Initial, Last Name)	Relation to Head	Age	Date of Birth	Social Security Number
1					
2					
3					
4					
5					
6					

Property - Do you own or have an interest in any real estate, land and/or mobile home? Yes ( ) No ( )

Address: \_\_\_\_\_ Current Value: \_\_\_\_\_

If Yes: Current assessment is \$ \_\_\_\_\_ [provide statement from Town]

Outstanding mortgage is \$ \_\_\_\_\_ [provide statement from Lender]

Have you sold real estate or other property in the past three years? Yes ( ) No ( ) If yes, attach settlement statement

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

Sales Price: \_\_\_\_\_, [Provide sales settlement form]

Purchase Price plan: **Purchase price is \$295,300**

- Amount and source of Down Payment: \_\_\_\_\_
- Amount and source of Gift: \_\_\_\_\_
- Amount of Mortgage: \_\_\_\_\_
- Available funds for Closing Costs: \_\_\_\_\_

## 4 Marble Farm Road, Maynard, MA - Housing Application

---

Income - List all income of all members over the age of 18 listed on application to reside in the unit, such as wages, child support, Social Security benefits, all types of pensions, employment, Unemployment Compensation, Workman's Compensation, alimony, disability or death benefits and any other form of income; including rental income from property. Adults with no income are required to submit a notarized statement. If additional space is needed, please attach another sheet.

Please include a copy of last consecutive three months of pay stubs, for all salaried employed household members over 18.

#	Source of Income	Address/Phone# of Source	Amount per Year
1			
2			
3			
4			
5			
<b>TOTAL</b>			

Assets - List all checking, savings accounts, CD's, stocks, bonds, retirement accounts, savings bonds and any other investments below. If additional space is needed, please attach another sheet. Household assets do not include necessary personal property.

Please include copies of last consecutive three months statements of all assets showing current value including all bank accounts, investment accounts, retirement accounts, on organization letterhead with all pages

#	Type of Asset	Bank/Credit Union Name	Account No	Value, Balance
1	Checking account			
2	Savings account			
3	Retirement account			
4	Other: _____			
5	Other: _____			
6	Other: _____			
7	Other: _____			
<b>TOTAL</b>				

**APPLICANT(S) CERTIFICATION**

I/We certify that our household size is \_\_\_\_\_ persons, as documented herein.

I/We certify that our total household income equals \$\_\_\_\_\_, as documented herein.

I/We certify that our household has assets totaling \$\_\_\_\_\_, as documented herein.

I/We certify that the information in this application and in support of this application is true and correct to the best of my/our knowledge and belief under full penalty of perjury. I/We understand that false or incomplete information may result in disqualification from further consideration.

I/We certify that I am/we are not related to any party of this project.

I/we understand that it is my/our obligation to secure the necessary mortgage for the purchase of the home and all expenses, including closing costs and down payments, are my/our responsibility.

I/We understand that if I/we do not obtain a mortgage commitment and sign a purchase and sale agreement within forty-five days after the lottery, the unit will be offered to the next eligible applicant on the waiting list.

I/We understand the provisions regarding resale restrictions and agree to the restriction. You must notify the Monitoring Agent when you wish to sell. The unit cannot be refinanced without prior approval of the Sudbury Housing Trust, as Monitoring Agent, no capital improvements can be made without the Monitoring Agent pre-approval; the unit must be owner's primary residence; the resale price is calculated according to the deed rider; and an increase in equity is very minimal to ensure affordability over time; the deed rider remains in effect in perpetuity. All prospective buyers are advised to review the deed rider with their own attorney to fully understand its provisions.

I/We have been advised that a copy of the Deed Rider is available from the RHSO, and can be accessed by clicking on the following: [Affordable Housing Restriction \(Deed Rider\) – MassHousing](#).

I/We understand that if I/we are selected to purchase a home, I/we must continue to meet all eligibility requirements of the Lottery/Resale Agent and any participating lender(s) until the completion of such purchase. I/We understand that I/we must be qualified and eligible under any and all applicable laws, regulations, guidelines, and any other rules and requirements. I/We understand that the Lottery/Resale Agent makes no representation on the availability or condition of the unit. Your signature(s) below gives consent to the Lottery/Resale Agent or its designee to verify information provided in this application. The applicant agrees to provide additional information on request to verify the accuracy of all statements in this application. No application will be considered complete unless signed and dated by the Applicant/Co-Applicant.

---

Applicant Signature

Date

---

Co-Applicant Signature

Date

THIS IS APPLICATION IS ONLY FOR THESE SPECIFIC UNITS.