

Dear Prospective Member:

Thank you for your interest in Oakdale Resident's Cooperative.

The necessary forms and information listed below will be required to be completed and submitted to the Management Office to process your application for membership. If all information is not completed in full or submitted in full your application may not move forward for processing.

1. **Application:**

Application must be completed in full to be considered for processing. Please make sure all information requested is provided. Please identify who is applying for Membership and who will be Occupants of the household. If more than one individual is applying for Membership a separate application must be completed for each additional Membership. Please return completed application along with supporting information to Oakdale Resident's Cooperative, 21205 Mendota, Ferndale, Michigan 48220 Monday through Friday between the hours of 9:00am to 12:00Noon or 1:00pm to 4:00pm. or you may contact the Management Office at 248-541-6870 to schedule an appointment.

2. **Application Fee:**

Non-refundable \$25.00 application fee for all household occupants **18 years of age and older.** Payable in the form of a Money Order or Cashier's Check to Oakdale Resident's Cooperative, 21205 Mendota, Ferndale, Michigan 48220. No cash accepted. No personal checks accepted.

3. **Credit / Criminal History Check:**

Authorization Forms for consent to release information must be completed in full and signed to be considered for processing. Please make sure all information requested is provided for all occupants of the household **18 years of age and older.**

4. **Photo I.D.:**

Valid Photo I.D. must be provided for all occupants of the household **18 years of age and older.**

5. **Social Security Card:**

Must be provided for **ALL** occupants in the household.

6. **Birth Certificate:**

Valid Birth Certificate required for **ALL** occupants of the household. A copy from the original will be made at the management office.

7. **Proof of Income:**

2020 Minimum income requirement of \$15,000 per year is required to qualify.

- Statement from employer stating Hire Date, Rate of Pay, and hours worked along with four recent check stubs. One year of consistent employment required.
- Fixed income – Pension, SSS, SSI, etc. current year statement of income
- Self Employed – Last two years of Income Tax Returns.
- Other – One verification.

Again, thank you for your interest in Oakdale Resident's Cooperative. We look forward to meeting with you and should you have any questions please contact us at 248-541-6870.