ATTACHMENT B: Bid Sheet

United States Department of the Interior

National Park Service
Minute Man National Historical Park
174 Liberty Street
Concord, MA 01742

Submit to Mike_McCarthy@NPS.gov

Please review the following qualifying standards and if you feel you meet the criteria, please complete the attached application.

1. **All applicants must be 18 years or older.** Applications that do not have all areas completed or an explanation for omissions will be returned to the applicant.
2. **Photo I.D. must be shown.** We require at least one photo I.D. (a state issued driver's license, passport, or other government issued photo identification card.)
3. **Two years of verifiable rental history from an unbiased source, or proof of current home ownership.** It is your responsibility to provide us with the name, dates and contact number of previous owners/managers. Applicants who are related by blood or marriage to previous landlords or do not have two years of verifiable history will be required to have a qualified cosigner or provide proof that they own the home in which they currently reside. All cosigners must complete an application and meet the qualifying standards.
4. **Funds equivalent to at least (3) times the monthly rent.** Please provide proof of ability to pay rent through sources such as employer contact, pay stubs, tax records, government assistance, or retirement/security statements. For those who are self-employed business license and tax records, and/or bank statements.
5. **A satisfactory credit report.** All applicants upon signing the application will be authorizing the National Park Service to review credit reports provided.
6. **Commit to the number of years** you choose to lease the property. Please note on Bid Form the number of years you will commit to leasing the property. (check box)
7. **Verifiable source of income or employment.** Applicant(s) has maintained the same verifiable source of income for at least 90 days.
8. **No prior convictions or pending court case/charges of felonies.**

   An application may be denied for any of the following reasons:
   - Incomplete application or false information.
   - Inability to verify rental history or poor references from previous landlords.
   - Inadequate verifiable income to meet rental criteria.
   - Poor credit report or court judgments for evictions of financial delinquency.

Applicant represents that all the above and below statements are true and correct and hereby authorizes verification of the above items including, not limited to, the obtaining of a credit report and agrees to furnish additional credit references upon request. Applicant consents to allow owner/manager to disclose tenancy information to previous or subsequent owners/managers.

The undersigned makes application to rent housing accommodations designated as:

Property Name _____

Located at _____

_____

For an initial rent payment of $ _____ per month, which will be adjusted by CPI on an annual basis, for _____ years; and upon approval of this application agrees to sign a rental or lease agreement and to pay all sums due, including required security deposit of $ _____, before occupancy.

_____

Applicant **(signature required)** ***Date***

_____

Applicant **(signature required)** ***Date***