



## APPLICATION INSTRUCTIONS

Clare Court is nestled in the Waverly/Ednor Gardens-Lakeside neighborhood of Baltimore, a community known for its charm and welcoming spirit. Our beautiful 8-acre campus features a historic convent building, where classic architecture meets modern amenities. We're currently expanding and now offer a variety of 1, 2, 3, and 4-bedroom apartments.

A non-refundable fee of \$25 for each adult member listed on the application will be charged to process the application.

## 2 WAYS TO APPLY

### 1. Online

Visit our website at  
[www.LiveClareCourt.com](http://www.LiveClareCourt.com)

The application fee payment can be submitted via ACH or debit/credit card.\*

*\*Online payments made with a credit card will incur a non-refundable 2.5% convenience fee. Debit cards will incur a non-refundable fee of \$3.95.*

If you start an application online and do not complete it within 14 days, your application will be automatically canceled. You will always be welcome to submit a new application in the future, should you wish to apply for an apartment at a later date.

### 2. Mail

By printing this Application Packet and mailing it in for submission along with the application fee payment. The application fee can be paid in the form of a certified check or money order made payable to:

[www.LiveClareCourt.com](http://www.LiveClareCourt.com)

*\*Cash cannot be accepted.*

Paper applications and payments can be mailed to the following address:

**ATTN: Clare Court Community  
3725 Eilerslie Ave  
Baltimore, MD 21218**

Applications will be reviewed on a first-come, first-served basis. After your application is reviewed, a member from the office will contact you to schedule an interview appointment.

## CLARE COURT COMMUNITY

(410) 235-4898 (TTY:711)  
3725 Eilerslie Ave  
Baltimore, MD 21218  
[www.LiveClareCourt.com](http://www.LiveClareCourt.com)

Income guidelines apply  
and are subject to change.

TTY: 711    
An Equal Housing  
Opportunity Resource



# APPLICATION CHECKLIST

## DEAR PROSPECTIVE RESIDENTS:

Any documents pertaining to your household will be needed for your interview process.

A non-refundable fee of \$25 for each adult member listed on the application will be charged to process the application. If you submit your application online, you can pay the application fee online via ACH or credit/debit card.\*

If you submit a paper application, the application fee can be paid in the form of a certified check or money order made payable to Clare Court Community. Cash cannot be accepted. Please thoroughly review and sign the Resident Selection Criteria attached to this application.

## INCOME INFORMATION

Please provide all income items that apply for each household member.

- Original social security cards, birth certificates, and/or proof of legal U.S. status
- Photo ID for anyone ages 18 and over
- Current Social Security Award Letter
- Current Pension/Annuity Statement
- Current Pay Stubs (6 most recent & consecutive)
- Current Alimony/ Child support Information (You may provide a printout of recent payments from the agency/portal)
- Last year's Tax Returns (for Self Employed/Business Owner including Lyft, Doordash, Uber or other Rideshare operators)
- Any Sources of Income not listed above

## PET & SERVICE ANIMAL INFORMATION

If you are bringing a service animal or pet that meets the guidelines, you will need to register your animal with our Pet screening service vendor prior to move in. There is a non-refundable \$300 fee required at move in. Applicants will be required to upload a photo and vaccination records of all animals to the software.

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## THANK YOU. WE APPRECIATE YOUR COOPERATION!

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