

# APPLICATION PROCESS

*Any individual age 60 and above may submit an application for retirement living. For married couples, one spouse needs to be at least age 60 and the other needs to be at least age 55.*

**STEP 1:** Contact the Marketing Office at (610) 828-5760 to request information, rates and/or schedule an appointment. You may also visit [www.masonicvillagespa.org](http://www.masonicvillagespa.org). For future planning, the Marketing Office accepts applications for the priority list.

## **PRIORITY LIST APPLICATIONS**

**Entrance fee priority list** - A \$1,000 deposit is required to place your name on this list. We will credit this amount toward your entrance fee.

**Rental plan priority list** - A \$1,000 deposit is required to place your name on this list. We will credit this amount toward your first month's rent.

Your deposit reserves the unit of your choice throughout the application processing period of approximately six to eight weeks. Your deposit is refundable within this time period.

Upon notification that the apartment of your choice is available, an additional \$1,000 application deposit will be required for the entrance fee plan. No additional deposit is required for the rental plan.

**STEP 2:** Complete an application and submit it to the Masonic Village Marketing Office within 14 days of the date of receipt.

**STEP 3:** A Marketing staff member will call you regarding your application status within 14 days of the date of receipt.

If there is a question regarding your ability to comply with the requirements of tenancy, we may request further evaluation prior to approval for admission. If we determine that residency in the apartments would not best meet your needs, we will encourage you to apply to another area of the Masonic Village.

**STEP 4:** We will send you written verification of your approved status and a copy of the resident agreement for review within seven days of the approval date. Approximately 30 days after you receive the resident agreement, we will offer you an appointment to meet with the Marketing staff to review and sign the agreement. Or, you may mail the signed resident agreement to the Marketing Office.

Under the **entrance fee plan**, after signing the resident agreement, you will have a maximum of 90 days, or upon occupancy, whichever is sooner, to make final payment on your entrance fee. You have 60 days, or upon occupancy, whichever is sooner, to pay your first monthly service fee. Under the **rental plan**, your first month's rent is due upon return of the resident agreement.

*For additional information, contact our Marketing Office at (610) 828-5760 or [MVLHmarketing@masonicvillagespa.org](mailto:MVLHmarketing@masonicvillagespa.org).*



RETIREMENT LIVING