



## Relocation Bonus Application

Please return this completed application along with the required documentation to the Atlanta Fire Rescue Foundation at: **226 Peachtree St SW, Atlanta, Georgia 30303** or by email to **info@atlfrf.org**. Direct questions to Shirley Anne Smith at [s.smith@atlfrf.org](mailto:s.smith@atlfrf.org) or at 404-538-7112.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_ AFRD ID # \_\_\_\_\_ Rank: \_\_\_\_\_

Academy Class # \_\_\_\_\_ Sworn Date: \_\_\_\_\_ Station/Unit: \_\_\_\_\_

### New or Current City of Atlanta Residence

New/Current Address: \_\_\_\_\_ Move-In Date: \_\_\_\_\_

Atlanta, Zip: \_\_\_\_\_ Battalion: \_\_\_\_\_ Owner or Renter (circle one)

Do you intend to reside in the City of Atlanta for a period of at least 12 months? \_\_\_\_\_

**If renting**

Landlord Name \_\_\_\_\_

Lease expiration date: \_\_\_\_\_

Landlord Phone # \_\_\_\_\_

*Please complete the authorization to release lease information on page 3*

### Previous Residence

Previous Address: \_\_\_\_\_ Move-Out Date: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Owned, Rented, or Other \_\_\_\_\_  
(e.g. military, lived at home, etc.)

Additional Funds requested\*: Downtown \_\_\_\_\_ Midtown \_\_\_\_\_ Buckhead CID \_\_\_\_\_

*\*Some Atlanta neighborhood associations (please see below for associations list) offer additional money to officers living within their communities. Please read the attached addendum for more information on incentives, requirements and physical boundaries. Requests for matching funds MUST be accompanied by the respective application. Additional neighborhood incentives are first come/first serve and are **subject to availability of funds!** Please contact **The Atlanta Fire Rescue Foundation PRIOR to completing and submitting your application to verify whether or not these funds are available for the specific address for which you are interested in applying for the bonus. This is the only way we can assure you of what monetary amount you may expect if you participate in The Affordable Housing Initiative.***



### Relocation Bonus Application

#### Certifications and Acknowledgements

I acknowledge that **I have reviewed the attached terms and conditions** of the Atlanta Fire Rescue Foundation Relocation Bonus Program and agree to comply with all terms and conditions.

Initial \_\_\_\_\_

I certify that the information provided herein is true and accurate to the best of my knowledge.

Initial: \_\_\_\_\_

I certify that the supporting documents provided with this application are true copies of the originals.

Initial \_\_\_\_\_

I understand that any misrepresentations made herein and/or any attempts to defraud the Atlanta Fire Rescue Foundation and/or the Atlanta Fire Rescue Department, to receive relocation bonus funds, may result in disciplinary action.

Initial \_\_\_\_\_

The Atlanta Fire Rescue Foundation has verified that matching relocation bonuses are either guaranteed as available in the amount of (\$\_\_\_\_\_) OR I have been notified that matching bonus funds are NOT available for the address I am submitting an application for. If I have been notified by The Atlanta Fire Rescue Foundation the matching bonuses are not available for the address I chose to move to, I will NOT ask the Atlanta Fire Rescue Foundation to provide a relocation bonus over the one-time \$1,000 amount.

Funds: **ARE AVAILABLE** \_\_\_\_\_

Funds: **NOT AVAILABLE** \_\_\_\_\_

Initial: \_\_\_\_\_

I agree to maintain my primary residency in the City of Atlanta for a period of **at least 12 months** following receipt of relocation bonus funds. If I relocate outside of the City of Atlanta within 12 months of receipt of relocation bonus funds, I understand that I may be subject to reimburse the Atlanta Fire Rescue Foundation the full amount, or a portion thereof, of any relocation bonus funds paid to me.

Initial: \_\_\_\_\_

I agree to maintain employment with the Atlanta Fire Rescue Department for a period of **at least 36 months** following receipt of relocation bonus funds. If I separate from the Atlanta Fire Rescue Department within 36 months of receipt of relocation bonus funds, I understand that I may be subject to reimburse the Atlanta Fire Rescue Foundation the full amount, or a portion thereof, of any relocation bonus funds paid to me.

Initial: \_\_\_\_\_

AFRD Affordable Housing Initiative



Additional information or special circumstances you would like AFRF to consider when evaluating your application:

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\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor's Printed Name

\_\_\_\_\_  
Immediate Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commander's Printed Name

\_\_\_\_\_  
Commander's Signature

\_\_\_\_\_  
Date

<b>FOR AFRF USE ONLY – Final Approval</b>	
Circle one: First installment or Lump Sum Circle one: Match funds: no or yes \$ _____	<b>Total payment \$</b>
AFRD Fire Chief:	Date approved
AFRF Executive Director:	Date approved



## Relocation Bonus Application

### Authorization to Release Lease Information

Applicant Name:			
Current Address:	City:	State:	Zip:

I hereby authorize the Atlanta Fire Rescue Foundation to verify that I am a current tenant at the address listed above.

I hereby authorize the landlord/leasing agent of the address listed above to release information regarding the dates of my occupancy to the Atlanta Fire Rescue Foundation.

\_\_\_\_\_  
Applicant Name (Print)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

<b>FOR AFRF USE ONLY - Verification</b>	<b>Comments:</b>
Date verified	
Spoke with	
Verified by	



## Relocation Bonus Application

### Terms & Conditions

The following terms and conditions apply to the Atlanta Fire Rescue Foundation's Affordable Housing Incentive Program.

All terms and conditions must be met in order to be eligible for the relocation bonus funds.

1. Applicant must be an active, sworn officer of the Atlanta Fire Rescue Department.
2. Officer must have relocated to the City of Atlanta on or after January 1, 2018.
3. Relocation bonus is applicable to both purchases AND rentals.
4. Property must be **within the six downtown battalions of the Atlanta Fire Rescue Department**.
5. Property must be the applicant's **primary residence** – no second homes or investment properties.
6. The Atlanta Fire Rescue Foundation bonus is a **one-time bonus** and is **NOT** applicable to multiple relocations.
7. Applicant must provide documentation to demonstrate intent to reside in the City of Atlanta for a period of at least 12 months from the date of application. Relocation bonus does not apply to relocations for periods of less than 12 months.
8. Existing lease agreements must have at least 6 months remaining. Applicants with less than 6 months remaining on current lease may be subject to demonstrating lease renewal or extension before relocation bonus will be paid.
9. Relocation bonus is payable in **one installment for purchases and two installments for rentals**. The first installment will be paid upon approval of application. The second installment will be paid six months following initial installment upon verification that applicant still resides in the City of Atlanta.
10. **Applicant is responsible for applying for the second installment**. Subsequent installment dates may vary for area-specific incentives. See attached addendum for details.
11. All applications are subject to periodic quality control review by the Atlanta Fire Rescue Foundation.
12. **IMPORTANT: Any agreement between the housing provider and an AFRD sworn officer for services rendered must conform to the current Standard Operating Procedures of the Atlanta Fire Rescue Department.**



## Affordable Housing Initiative Application

### Required Documentation

The following documentation is required in order to process your application for approval:

1. Completed application signed by applicant, immediate supervisor, and station or unit supervisor (Captain, Battalion Chief or Deputy Chief).
2. Copy of Atlanta Fire Rescue Department identification.
3. Completed W-9 form (can be downloaded from the AFRF Affordable Housing Initiative website page)  
**NOTE:** Taxes ARE NOT withheld from bonus check. Instead, a 1099-MISC will be issued at the end of the tax year. Please refer to your tax preparer for filing requirements.
4. Documentation of former address (such as former lease agreement, utility bill or other mailing with officer's name and former address)  
**NOTE:** Not required for graduates of classes 211 and later

### **Renters**

5. Copy of lease agreement showing applicant as lessee or co-lessee of new residence

### **Home Owners**

5. Copy of HUD-I Settlement Statement showing applicant as buyer or co-buyer of new residence



**Affordable Housing Initiative  
Application  
*Downtown Incentive***

The Atlanta Downtown Improvement District (ADID) has committed to match the Atlanta Fire Rescue Foundation (AFRF) Affordable Housing Initiative Bonus Incentive. AFRD sworn officers are eligible to receive an additional \$1,000 for relocating to Downtown.

**Neighborhood Boundaries**

North Avenue, Boulevard, I-20, and Northside Drive

**Certifications & Acknowledgements**

\_\_\_\_\_ I certify that, to the best of my knowledge, my primary residence is located within  
*initial* the Downtown boundaries of North Avenue, Boulevard, I-20 and Northside Drive.

\_\_\_\_\_ I agree to maintain my primary residency in Downtown for a period of at least 12  
*initial* months following receipt of relocation bonus funds. If I relocate outside of Downtown within 12 months of receipt of relocation bonus funds, I agree to reimburse the Atlanta Fire Rescue Foundation, within 90 days of relocating, the full amount of the Downtown portion of the relocation funds paid to me.

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



**Relocation Bonus Application**  
***Midtown Incentive***

The Midtown Improvement District (MID) has committed to match the Atlanta Fire Rescue Foundation (AFRF) Affordable Housing Initiative Bonus Incentive. AFRD sworn officers are eligible to receive an additional \$1,000 for relocating to Midtown.

**Neighborhood Boundaries**

Roughly, the MID is bordered by I-75/I-85 to the west; Pine street to the south; Juniper/Piedmont to 14<sup>th</sup> street on the East; with Peachtree St and West Peachtree St to the northeast. For the detailed map, please visit [http://www.midtownatl.com/files/docs/midtown-core\\_11x17\\_mid.pdf](http://www.midtownatl.com/files/docs/midtown-core_11x17_mid.pdf).

**Certifications & Acknowledgements**

\_\_\_\_\_  
*initial* I certify that, to the best of my knowledge, my primary residence is located within the boundaries of the Midtown Improvement District.

\_\_\_\_\_  
*initial* I agree to maintain my primary residency in Midtown for a period of at least 12 months following receipt of relocation bonus funds. If I relocate outside of Midtown within 12 months of receipt of relocation bonus funds, I agree to reimburse the Atlanta Fire Rescue Foundation, within 90 days of relocating, the full amount of the Midtown portion of the relocation funds paid to me.

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date



# Secure Neighborhoods Initiative



## Relocation Bonus Application *Buckhead Incentive*

The Buckhead Community Improvement District (CID) has committed to double the Atlanta Fire Rescue Foundation Affordable Housing Initiative Bonus Incentive. Sworn Officers are eligible to receive an additional \$1,000.00 for relocating to Buckhead. The Buckhead CID incentive of \$1000.00 is made upon receipt of application.

### Neighborhood Boundaries

The **Buckhead CID** is an area within the Buckhead community. It includes Peachtree Rd. from Sheridan Dr. northeast to Roxboro Rd.; Paces Ferry Rd. from E. Andrews Dr. east to Piedmont Rd.; and Piedmont Rd. from Peachtree northwest to Habersham Rd.

### Certifications & Acknowledgements

\_\_\_\_\_ I certify that, to the best of my knowledge, my primary residence is located within the  
*initial* boundaries of Buckhead CID

\_\_\_\_\_ I agree to maintain my primary residency in Buckhead for at least **2 years**.  
*initial*

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date