



THE FAIRFAX WAITING LIST REQUESTS/CHANGES

NAME(S): _____

REQUEST:

FIRST PRIORITY -
Health Care Center Resident and Other
Compassionate Reasons

Request Date: _____

SECOND PRIORITY -
Residents Who Request Smaller Units

Request Date: _____

THIRD PRIORITY -
Residents Who Recorded Preferred Units
Within 30 Days of Move In

Wait List Date: _____

FOURTH PRIORITY -
Non-Resident Active Wait List

Wait List Date: _____

ARRF-P #: _____

UNIT WAIT LISTED FOR:

COMMENTS:

Floor Plan Type _____

Specific Floor _____

Building _____

Exposure _____

CHANGE:

- Please withdraw my/our name(s) from the wait list for the following unit(s) at The Fairfax: _____
- I/We wish to continue on the wait list for _____, as previously noted.

Resident/Future Resident

Date

Resident/Future Resident

Date

Director of Sales & Marketing

Date

**The Fairfax
Wait List Policy
Effective February 1, 1997**

In order to be eligible for residency at The Fairfax under the wait list guidelines, you must:

- Meet the Army Retirement Residence Foundation - Potomac membership criteria. As an ARRF-P member you will be assigned a lifetime sequential priority number. The membership fee is \$1,000 for a single or \$1,500 for a couple. The membership fee is either: one of these three

- * Refundable should you cancel your membership before move in or;
- * Tax deductible should you wish to donate to the nonprofit ARRF-P or;
- * Credited to your final entry fee at settlement.

- If you desire to compete at a higher priority on The Fairfax Wait List, complete the following steps:

Make a Wait List deposit of \$3,500, payable to The Fairfax, at the time of signing the wait list agreement. The deposit is refundable should you change your mind before entry; otherwise, the deposit will be credited to you on your final entry fee statement.

Complete the application for residency. Return with a non-refundable \$300 application fee, payable to The Fairfax. (Updated financial details will be required before occupancy.)

When the steps outlined above for the Wait List are completed and your application has been approved, you will be wait listed for the residence of your choice according to the following priority:

First Priority	Those eligible members who are able to live independently after an extended stay in the Health Care Center, or have other compassionate reasons, and desire to return or relocate to a comparable or smaller apartment or cottage: listed by date of request.
Secondary Priority	Residents who desire to move to a smaller unit: also listed by date of request.
Third Priority	Residents who recorded preferred unit choices not later than 30 days after entry into The Fairfax, but were unable to occupy the chosen unit upon move in: also listed by date of request.
Fourth Priority	Residents (not in 1st, 2nd, or 3rd priority) who later decide to move to other units that are not smaller, and non-residents on the Wait List (who have completed their application process and deposited \$3,500), compete by Foundation priority number. On reaching the top 10% of a category, the applicant's status will be "frozen." An applicant in "frozen" status may decline an available qualifying unit only twice before losing that status. Thereafter, applicant reverts to their priority number. A "frozen" applicant may delete (before offered) but not add units; if applicant wants to add living unit choices, those choices are added according to their priority number.

When you are offered an available unit

- * Upon acceptance, your monthly maintenance fee will start immediately upon availability of the unit.
- * You may have up to 60 days to complete the transaction, decided on a case by case basis.
- * ***It is your responsibility to keep the Sales Department apprised of your current address and telephone number.***

**Contact The Fairfax Sales Office
703/781-2405
for further details**