

### THE USE OF WHITE OUT IS PROHIBITED



#### CITY OF GREENVILLE HOUSING DIVISION 201 West 5<sup>th</sup> Street Greenville, North Carolina 27835

### AFFORDABLE HOUSING PROGRAM City of Greenville 20% HOME Grant / COG 10% No-Interest Loan

Date:	_	
I. PROPERTY DATA:	Revitalization Area (Y) (N)	Income: (Very Low) (Low)
PROPERTY DESCRIPTION:		
Parcel #:	Address:	

#### II. GENERAL DATA: (Applicant information)

Name:			Head of Household?	Yes	No
SSN:	Da	ate of Birth:		Race:	
Are you an U.S. Citiz	zen?	Or a legal alien?			
Home Address:		City		State:	Zip:
Mailing Address:		City		State:	Zip:
Telephone No. (home	e)		(work)		
Marital Statue:	Married	Widowed	Single	Divorced	Separated

#### III. HOUSEHOLD FAMILY COMPOSITION: (List all persons who will reside in your house.)

ADULTS (legal name includes all persons 18 years or older)	DATE OF BIRTH	RELATION- SHIP TO HOH	SOCIAL SECURITY NUMBER	RACE	MARRIED (M) WIDOWED(W) SINGLE (S) DIVORCED(D)
			xxx-xx-		
			XXX-XX-		
			xxx-xx-		

CHILDREN (name as it appears on Social Security Card)	DATE OF BIRTH	RELATION- SHIP TO HOH	SOCIAL SECURITY NUMBER	RACE	ABSENT PARENT'S NAME
			xxx-xx-		
			xxx-xx-		
			xxx-xx-		

### IV. EMPLOYMENT INFORMATION: If NOT employed, please indicate.

HEAD OF HOUSEHOLD:	SPOUSE / COHABITANT:
Employer Name	Employer Name
Address	Address
Phone No.	Phone No.
Occupation	Occupation
Length of	Length of
Employment	Employment

#### V. MONTHLY INCOME: You must disclose all income.

	HEAD of HOUSEHOLD	SPOUSE/COHABITANT	OTHER
Employment (Incl. OT, etc)	\$	\$	\$
Social Security	\$	\$	\$
V.A.	\$	\$	\$
Pension	\$	\$	\$
Gross Income Real Estate	\$	\$	\$
Welfare	\$	\$	\$
Income from others	\$	\$	\$
Child Support	\$	\$	\$
Other Source	\$	\$	\$
Total	\$ (A	) \$ (B)	) \$ (C)
		\$	\$
GRAND TOTAL INCOME (A+)	B+C): \$	X 12 (months) = \$	(D)

VI. ASSETS: You must provide documentation supporting balances of all accounts. (2 months of current bank/Investment statements, etc.)

ASSET TYPE	ACCOUNT #	LOCATION	BALANCE (A)	PROJECT INCOME	
Saving Account			\$	\$	
Checking Account			\$	\$	
401 (K) / Pension			\$	\$	
Marketable Securities			\$	\$	
Property			\$	\$	
Other			\$	\$	
TOTAL	<b>PROJECTED</b>	ANNUAL INCOME F	ROM ASSETS	\$	(B)

#### VII. INCOME SUMMARY:

Income: Employment/Other	\$		Sec	tion V. Total from (D)
Income from Assets	\$	ļ	Sec	tion VI. Total from (B)
Total Annual Income	\$		%	Percentage of Median Income

### VIII. TOTAL INCOME FROM PREVIOUS YEAR:

HEAD OF HOUSEHOLD	SPOUSE	OTHER
\$	\$	\$
(Please circle appropriate income level		

### IX. CURRENT MONTHLY EXPENSES:

EXPENSES	HEAD OF HOUSEHOLD	SPOUSE/COHABITANT	OTHER
Car Payment(s)	\$	\$	\$
Credit Card(s)	\$	\$	\$
Personal Loan(s)	\$	\$	\$
Other Loan(s) (Student Loans- need letter if deferred)	\$	\$	\$
Child Support / Alimony (being paid out)	\$	\$	\$
Other Payment(s) (Medical Bills, etc.)	\$	\$	\$
Total(s)	\$	\$	\$

## X. CURRENT MONTHLY LIVING EXPENSES:

LIVING EXPENSES	HEAD OF HOUSEHOLD	SPOUSE/COHABITANT	OTHER
Rent	\$	\$	\$
<u>*</u> Utilities	\$	\$	\$
Telephone (Home & Cell)	\$	\$	\$
Cable	\$	\$	\$
Groceries	\$	\$	\$
Savings Deposit	\$	\$	\$
Insurance (Car & Life)	\$	\$	\$
Miscellaneous	\$	\$	\$
Total(s)	\$	\$	\$
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\* PLEASE PROVIDE A COPY OF MOST RECENT BILL

### AFFORDABLE HOUSING PROGRAM Downpayment Assistance Application

I / We certify that the above information is true to the best of my / our knowledge. I / We further authorize the City of Greenville or its agent to make all inquiries deemed necessary to verify all information provided on this application and related material. The undersigned also authorizes the City of Greenville or it's agent to answer questions and inquiries from others seeking credit experience information about the applicants.

By signing this application, I / We certify that the property shall be My / Our principle residence.

Applicant's Signature	Date	
Co-Applicant's Signature	Date	
Information Below To Be Complete	d By Staff:	
<b>RECOMMENDATION OF APPLICATION:</b>		
Loan Approved : Loan Denied:		
Approved Amount of Assistance		
City 10% No-Interest Loan \$ (10% of Sales Price Max)	Incorporated City Limits of Greenville	
HOME Grant \$		
HOME Grant \$ (20% of Sales Price Max \$20,000)	Incorporated City Limits of Greenville	45-Block Project
WG / University Area DPA \$		
(5% of Sales Price Max \$10,000)	WG / Univ Target Area	
Self-Help Partnership		
Affordable Housing Committee Chain	Data	
Affordable Housing Committee Chair	Date	
Housing Division Administrator	Date	
	Date	
Planning and Development Services Department Director	Date	
<b>Note:</b> If the amount of assistance is \$10,000 or above the application r	must be approved by the City Ma	nager.
City Manager	Date	
Requested loan amount\$		New Gut
Phoenix G Hinson, Planner II- Housing Division	Date submitted for approval	Const Rehab

# WHAT TO SUBMIT WITH YOUR APPLICATION

	Copy of Credit Report- You can request a free credit report every year at <u>www.annualcreditreport.com</u> or by calling 1-877-322-8228. Please review your credit report for correctness and that all bills are current. All outstanding charged-off accounts, liens, and judgments must be paid in full. However, small medical bills can be on a written payment plan. <u>Please write a letter explaining all negative items on your credit report.</u>
	Signed copy of the Lender's Loan Estimate, Closing Disclosure and Pre-qualification letter based on the review of your credit report. You will need to get pre-qualified to know how much you can borrow and the cost involved in purchasing a home.
	Signed copy of the Lender's HUD 1003 Application
	Verification of Employment / Income form completed & returned by your employer.
	Verification of Rental form completed & returned by your property owner.
	Pay stubs for the most recent two (2) months.
	Signed Tax Returns with W-2's for the past two (2) years. (If you are self-employed include a Profit / Loss Year to Date Statement).
	Copy of last two (2) Bank Statements for <u>all</u> accounts (checking, saving, IRA's, 401K, etc.).
	Signed copy of Offer to Purchase or Contract with Builder.
	Copy of First Time Homebuyers Certificate(s). The next class is
	Proof of Social Security or Public Assistance Payments.
	Proof of receipt or payment of Child Support with copy of court order for child support.
	Proof of receipt or payment of Alimony.
	Copy of Divorce Decree or Legal Separation (only if less than one year).
	Gift Letter (If you are receiving funds from a relative).
	Photo ID (18+) and Social Security Card for all members of the household.
	Appraisal
	Other:
NOTE:	Mortgage Contact Person:
	Phone Number: