

Dear Applicant,

Thank you for your recent interest in purchasing a Jubilee Home. In addition to filling out an application with our agency, we also need some additional information to process your application. The following items are:

- One month of pay stubs: **Current month from when you apply**
- Tax Returns: **Past two years**
- 3 Months of Bank Statements: **Three month back from the date of which you are applying**
- Proof of any additional income: Social Security, Child Support, Alimony, ect...
- *Credit report from all three credit bureaus that has been pulled within 30 days of application date.*
- Pay off letters or proof of payment from any past due debts, collections items and/or judgments that you have paid off within the last 90 days.
- Homebuyer Education Certificate or schedule date of when you will complete course.
- Any pre-approval letter from lending institution and/or approved grants

If you have any questions and/or concerns please contact Desareé Dixie- Program Director at 315-428-0070.

Sincerely,

Desareé Dixie
Program Director

JUBILEE HOMES OF SYRACUSE, INC.

119 South Avenue
SYRACUSE, NY 13204
(315) 428-0070 Office (315) 428-0461 Fax
www.jubilee-homes.org
jubilee-homes@jubilee-homes.org

Date: _____

Date Application Received: _____ (staff's use only)

Address of property interested in:

Please answer all questions. Failure to answer all questions may result in a delay in the processing of your application. All answers and responses are strictly confidential and will not be used for any purpose other than to determine your eligibility for this program and census reports.

Name of Applicant: _____

Social Security # _____ Date of Birth: _____

Home Phone: _____ Work Phone: _____ Cell: _____

Present Address: _____

City _____ State _____ Zip _____

Years there _____ (Circle One) Rent, Own, Other _____

If less than 2 years, previous address: _____

Years there _____ (Circle One) Rent, Own, Other _____

Name of Co- Applicant: _____

Social Security # _____ Date of Birth: _____

Do you or anyone in your family have business ties with any City official or employee of Jubilee Homes of Syracuse, Inc. or Time of Jubilee?
Yes _____ No _____

Including yourself, please list all persons in your household below: (You may use an additional sheet of paper if necessary)

<u>Name</u>	<u>Age</u>	<u>Relation to you</u>
1. _____		Self
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		

Residential Information

Name of Current Landlord _____

Address of Current Landlord _____

City, State, Zip Code _____

Credit Information

Please list creditor's name, your monthly payments and balances from all outstanding debts, including auto loans, revolving charge accounts, real estate loans, child support payable, ect.. Use additional sheets if necessary.

Credit Card or Loan	Monthly Payment	Balance

MONTHLY RENT AND UTILITIES PAYMENT

Rent _____

Gas & Electricity _____

PLEASE ANSWER THE FOLLOWING:

	<u>Applicant</u>	<u>Co-Applicant</u>
Do you have any outstanding items in collections?	_____	_____
Do you have any outstanding judgments?	_____	_____
In the last seven years, have you filed for bankruptcy?	_____	_____
Have you had property foreclosed in the last seven years?	_____	_____
Have you had any property i.e. house, car, ect. repossessed in the last seven years?	_____	_____
Are you a party in a lawsuit?	_____	_____
Are you obligated to pay alimony, child support, or maintenance?	_____	_____
Do you have any past due obligations owed to or insured by any agency of the federal government (Student Loans, Taxes, ect..) ?	_____	_____

1. How did you learn about Jubilee Homes of, Inc.?

2. Do you need further information about Jubilee Homes of Syracuse, Inc?

3. What is your present understanding of homeownership services through Jubilee Homes of Syracuse, Inc.? Please describe briefly:

EMPLOYMENT & INCOME INFORMATION

SOURCE OF INCOME (Fill in all that applies):

EMPLOYMENT:

APPLICANT:

Name of Employer _____ How long employed? _____

Address _____

City, State, Zip _____

What is your job position? _____

Gross weekly _____ Bi-weekly _____ Gross Monthly _____

CO-APPLICANT:

Name of Employer _____ How long employed? _____

Address _____

City, State, Zip _____

What is your job position? _____

Gross weekly _____ Bi-weekly _____ Gross Monthly _____

SOCIAL SECURITY /SSDI:

APPLICANT:

Start Date: _____ Type: _____ Monthly Amount: _____

CO-APPLICANT:

Start Date: _____ Type: _____ Monthly Amount: _____

OTHER:

Start Date: _____ Type: _____ Monthly Amount: _____

CHILD SUPPORT:

APPLICANT:

How long? _____ Age of Child(ren) _____ Monthly Amount: _____

CO-APPLICANT:

How long? _____ Age of Child(ren) _____ Monthly Amount: _____

OTHER INCOME:

APPLICANT:

Source: _____ For how long? _____ Monthly Amount _____

APPLICANT:

Source: _____ For how long? _____ Monthly Amount _____

DOES ANYONE ELSE IN YOUR HOUSEHOLD RECEIVE INCOME? YES _____ NO _____

If so, Who? _____ Source _____ Monthly Amount _____

OPTIONAL INFORMATION

NOTE: This information is obtained for statistical purposes only. Data will NOT be considered in determining applicant's eligibility.

Please check all that applied:

RACE: () American Indian/Alaska Native () Black/ African American () Asian () Native Hawaiian/Pacific Islander
() Latino/Hispanic () Native American () White () Other _____

HOUSEHOLD: () FEMALE HEADED () SINGLE () MARRIED () SEPERATED
() UNMARRIED COUPLE () DIVORCED

INCOME: (TO BE FILLED IN BY STAFF) () EXTREMELY LOW () VERY LOW () LOW to MODERATE INCOME

IMPORTANT- APPLICANT READ BEFORE SIGNING

I/We are applying for the program indicated on this application. I represent that the property will not be used for any illegal or restricted purpose and that all statements made in this application are true and are made for the purpose of obtaining a home through Jubilee Homes of Syracuse, Inc. Verification may be obtained from any source named in this application, including but not limited to employment information, income information, social security or pension benefits, account information, ect.

Additionally, I/We hereby authorize Jubilee Homes of Syracuse, Inc., Department of Neighborhood & Business Development or any other grant and mortgage lender to obtain a consumer credit report from a credit reporting agency for the purpose of determining eligibility or counseling purposes.

PLEASE CHECK ONE

I/We { } do or { } do not intend to occupy the property as my/our primary residence.

I/We understand that it may be a federal crime punishable by fine or imprisonment or both, to knowingly make any false statements concerning any of the above facts as applicable under provisions of the United States Criminal Code.

Borrower's Signature

Date

Co- Borrower's Signature

Date