



**Applicant Employment Information\***

Employer's Name \_\_\_\_\_  
 Employer's Address \_\_\_\_\_  
 \_\_\_\_\_  
 Employer's Phone \_\_\_\_\_  
 Type of Business \_\_\_\_\_  
 Years at this Job \_\_\_\_\_  
 Monthly Wages (gross) \$ \_\_\_\_\_

**Co-Applicant Employment Information\***

Employer's Name \_\_\_\_\_  
 Employer's Address \_\_\_\_\_  
 \_\_\_\_\_  
 Employer's Phone \_\_\_\_\_  
 Type of Business \_\_\_\_\_  
 Years at this Job \_\_\_\_\_  
 Monthly Wages (gross) \$ \_\_\_\_\_

**Applicant Assets \***

Name of Bank/Savings and Loan/Credit Union:  
 \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Balance: \$ \_\_\_\_\_

**Co-Applicant Assets\***

Name of Bank/Savings and Loan/Credit Union:  
 \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Balance: \$ \_\_\_\_\_

**Applicant Monthly Income\***

Wages \$ \_\_\_\_\_  
 Food Stamps \$ \_\_\_\_\_  
 Social Security \$ \_\_\_\_\_  
 SSI \$ \_\_\_\_\_  
 Disability \$ \_\_\_\_\_  
 Alimony \$ \_\_\_\_\_  
 Child Support \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

**Co-Applicant Monthly Income\***

Wages \$ \_\_\_\_\_  
 Food Stamps \$ \_\_\_\_\_  
 Social Security \$ \_\_\_\_\_  
 SSI \$ \_\_\_\_\_  
 Disability \$ \_\_\_\_\_  
 Alimony \$ \_\_\_\_\_  
 Child Support \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

<b>Combined Monthly Bills*</b>	<b>Amount per month (\$)</b>
Mortgage	
Utilities (gas, electric, water)	
Phone/Internet/TV	
Car Payment	
Car Insurance	
Child Care	
Food	
Student Loans	
Medical Expenses and Medical Insurance	
Alimony/Child Support	
Average Credit Card Payment	
<b>TOTAL</b>	

I understand that by filing this application, I am authorizing Habitat for Humanity to evaluate my need for a Habitat home improvement project and my ability to pay the no-interest loan. I understand that the evaluation will include a personal visit to assess the project, a credit check, and employment verification. I have answered all application questions truthfully. I understand that if I have not answered the questions truthfully, my application may be denied, and that even if I have already been selected to receive a Habitat home improvement, I may be disqualified from the program. I also understand that Habitat for Humanity screens all potential applicant families on the sex offender registry, and that by completing this application, I am submitting myself and all persons listed to a criminal background check and credit report check. All information will remain confidential and only used for purposes of establishing program eligibility. \* Proof of information provided on application might be requested upon application review.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Co-Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

## Documents needed FOR VERIFICATION:

*(Please include all of the following documents with your application. Not including these will delay the application process.)*

1. Copy of Deed for Property.
2. Copy of Homeowners Insurance.
3. Signed copies of most recent Tax returns, including W-2's.
4. Copies of last two bank statements.
5. Copies of most recent pay stubs covering at least a one month period.
6. We review monthly payments from credit report. Do not bring in monthly bills.
7. Proof of receipt of any other income (i.e. child support, social security, disability income)
8. Child Support - Copy of divorce property settlement, printout from the court showing past 12 months history of payment.
9. Copy of the Social Security and/or Disability award letters.
10. Copy of divorce property settlement if applicable
11. Two forms of identification:  
Driver's License, Certified Copy of a US Birth Certificate, Social Security card **OR** US Passport, Certificate of US Citizenship, Alien Registration Card. Note that applicants must be US Citizens or Permanent Residents.

\*If you have any questions on the documentation needed, or if you cannot supply us with this information, please call our office at 827-3931. Thank you.\*