



Building strength, stability and self-reliance through homeownership

April 2017

Dear Applicant,

Enclosed is your application package for a Habitat for Humanity home mortgage. Habitat's mission is to build strength, stability and self-reliance with partner homeowners who demonstrate the need for affordable housing. We sell the houses at no profit and no interest to people who could not otherwise afford to purchase a home.

To be considered for a Habitat for Humanity home, you must:

1. **Return FULLY completed application, postmarked no later than 5:00 p.m. Tuesday, June 6, 2017**
2. Meet the enclosed income guidelines.
3. Be willing to take classes on budgeting, financial management, and home repair and maintenance.
4. Be able to complete the sweat equity requirement, i.e., dual applicants must contribute a total of 450 hours of sweat equity per dual head of household or 225 hours for single head of household applicants.
5. Provide \$1000 for a down payment when selected and be able to fund closing costs of approximately \$4,500 (3%) when the home is complete.
6. Agree to make monthly payments when due. Habitat house payments include principal, taxes & insurance which will be approximately \$850-\$1,000 per month. (This is an estimate, the actual cost may vary.)
7. Agree to verification of information provided, including a credit check.
8. Be subject to sex offender background check.
9. Be subject to review for compliance with Habitat's anti-money laundering policies.

If you believe you qualify for construction of a home according to the above guidelines, **we encourage you to fill out and return the enclosed application.** We will schedule at least one home visit for qualifying applicants to complete the application process. Please be sure to include the following information along with your application.

- A copy of the **2014, 2015, and 2016** IRS Federal and State tax returns for every filing member listed on the application.
- **Five** current, consecutive paystubs (if paid weekly) or **three** current, consecutive bi-weekly paystubs (if paid bi-weekly) or W-2s for each wage earner listed on the application.
- A photo copy of an unexpired, government-issued ID with photograph, social security number and date of birth.
- A copy of your **two most recent rent receipts**
- A copy of any public assistance such as Social Security/Disability benefits being received by any person listed on the application.
- A copy of **all** of last month's bills listed on the enclosed checklist.
- A copy of the last 3 months of bank, credit union, and brokerage statements for all checking, savings, mutual fund, and stock accounts for all persons on the application.
- A copy of any court orders and/or divorce agreements stipulating child support/alimony amount and duration.

All information is considered confidential and is to be used only for family selection. **Applications must be post marked not later than 5:00 p.m., Tuesday, June 6, 2017** and sent to Habitat for Humanity of Greater Lowell, 124 Main St., Westford, MA 01886 or dropped off at the office no later than **5:00 p.m. on Tuesday, June 6, 2017.**





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QUESTIONS?

In an effort to make this as easy for you as possible, we are providing ways for you to ask questions.

1. You can call Lisa Garvey, HFHGL Community Outreach Coordinator at **978-692-0927**, leave a message and she will get back to you.
2. Send email to lgarvey@lowellhabitat.org and Lisa will respond to your email.

Sincerely,

Habitat for Humanity of Greater Lowell
Family Selection Committee

Income Guidelines 2016
(2017 guidelines not yet available)

Household Size	Minimum Income Guideline	Maximum Income Guideline
	<i>25% of median income</i>	<i>60% of median income</i>
2	\$18,250	\$43,800
3	\$20,525	\$49,260
4	\$22,800	\$54,720
5	\$24,625	\$59,100
6	\$26,450	\$63,480

*Consideration will be given for larger family size

We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there is no discrimination in housing on the basis of race, color, religion, sex, disability, familial status, or national origin.

