



2955 Harrison Blvd. Suite 202
Ogden UT 84403
801-475-9821
info@habitatwd.org
www.habitatwd.org



APPLICATION FOR HOUSING

Please print clearly and mail the completed application to the above address. If you have any questions, call the main office at (801) 475-9821. If you need more space, use separate pieces of paper and attach them to this application. All information on this application will be kept confidential. We may ask that you submit additional papers, such as tax returns, proof of income, proof of public assistance, etc. If there is only 1 applicant on the form, please answer N/A to the Co-Applicant questions. The Co-Applicant is someone who will share ownership of the home, responsibility for the mortgage, and who will also live in the Habitat home. You may also fill this application online at www.habitatwd.org/applications/housing/.

Enclose copies of the following documents (DO NOT SEND ORIGINALS) with the application to info@habitatwd.org or mail to the main office:

- Your 2016 income tax return. If you did not file taxes for 2016, please provide a letter, signed by you, that states you did not file taxes and the reason why.
- Your last 2 paycheck stubs or other proof of income
- Your last 2 bank statements showing all checking, savings, and loan balances. If you do not have a bank account, please write that on your application
- Proof of child support and/or public assistance (Such as SSI, TANF, Social Security, disability, food stamps, etc) if you receive them.
- Proof of home ownership (this may include recent property tax receipt or Deed of Trust). This is if you own a home.

1. APPLICATION INFORMATION

Applicant #1	Co-Applicant
NAME:	NAME:
<i>First</i> <i>Middle Initial</i> <i>Last</i>	<i>First</i> <i>Middle Initial</i> <i>Last</i>
DATE OF BIRTH:	DATE OF BIRTH:
SOCIAL SECURITY NUMBER:	SOCIAL SECURITY NUMBER:
PLEASE CHECK YOUR PREFERRED NUMBER:	PLEASE CHECK YOUR PREFERRED NUMBER:
<input type="checkbox"/> HOME PHONE: _____ <input type="checkbox"/> CELL PHONE: _____ <input type="checkbox"/> WORK PHONE: _____	<input type="checkbox"/> HOME PHONE: _____ <input type="checkbox"/> CELL PHONE: _____ <input type="checkbox"/> WORK PHONE: _____
EMAIL:	EMAIL:
MARITAL STATUS:	MARITAL STATUS:
<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unmarried (incl. Single, divorced, widowed)	<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Unmarried (incl. Single, divorced, widowed)

OTHER HOUSEHOLD MEMBERS

**List everyone (other than applicant and co-applicant) who will live in your home.
You may include children you are expecting.**

NAME	GENDER	DATE OF BIRTH	AGE	RELATIONSHIP TO APPLICANT	DOES THIS PERSON RECEIVE INCOME?
	<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> YES <input type="checkbox"/> NO
	<input type="checkbox"/> M <input type="checkbox"/> F				<input type="checkbox"/> YES <input type="checkbox"/> NO

_____	_____	_____	_____
<i>Street Address</i>	<i>Apartment #</i>	<i>Street Address</i>	<i>Apartment #</i>
_____	_____	_____	_____
<i>City</i>	<i>State</i>	<i>Zip Code</i>	<i>City</i>
<i>State</i>	<i>Zip Code</i>	<i>State</i>	<i>Zip Code</i>
Phone Number		Phone Number	
_____	_____	_____	_____

FORMER ADDRESSES FOR PAST 2 YEARS
(street, city, state, zip code, move in date, own/rent/other)

Applicant #1		Co-Applicant	
_____	_____	_____	_____
<i>Street Address</i>	<i>Apartment #</i>	<i>Street Address</i>	<i>Apartment #</i>
_____	_____	_____	_____
<i>City</i>	<i>State</i>	<i>City</i>	<i>State</i>
<i>State</i>	<i>Zip Code</i>	<i>State</i>	<i>Zip Code</i>
MOVE IN DATE: _____	_____	MOVE IN DATE: _____	_____
<input type="checkbox"/> Own	_____	<input type="checkbox"/> Own	_____
<input type="checkbox"/> Rent	_____	<input type="checkbox"/> Rent	_____
<input type="checkbox"/> Other _____	_____	<input type="checkbox"/> Other _____	_____

Applicant #1		Co-Applicant	
_____	_____	_____	_____
<i>Street Address</i>	<i>Apartment #</i>	<i>Street Address</i>	<i>Apartment #</i>
_____	_____	_____	_____
<i>City</i>	<i>State</i>	<i>City</i>	<i>State</i>
<i>State</i>	<i>Zip Code</i>	<i>State</i>	<i>Zip Code</i>
MOVE IN DATE: _____	_____	MOVE IN DATE: _____	_____
<input type="checkbox"/> Own	_____	<input type="checkbox"/> Own	_____
<input type="checkbox"/> Rent	_____	<input type="checkbox"/> Rent	_____
<input type="checkbox"/> Other _____	_____	<input type="checkbox"/> Other _____	_____

CONDITION OF YOUR CURRENT LIVING PLACE

Where do you live?	<input type="checkbox"/> House <input type="checkbox"/> Apartment <input type="checkbox"/> Mobile Home/Trailer <input type="checkbox"/> Other, please explain	Number of bedrooms	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5
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If you are approved for a Habitat home, how should your name(s) appear on legal documents?

3. EMPLOYMENT HISTORY

Beginning with your current employment, tell us about your recent 5 years of work history.
If you need more space, please attach another piece of paper with the information.

Applicant #1

Check if you are unemployed

Co-Applicant

Check if you are unemployed

CURRENT EMPLOYER

1. Company Name:

Is this self-employment or contract work?

Yes

No

Position held: _____

Address of company:

Street Address

Apartment #

City

State

Zip Code

Type of business: _____

Name of Supervisor: _____

Business Phone: _____

Hire Date: _____ Rate of pay: _____

1. Company Name:

Is this self-employment or contract work?

Yes

No

Position held: _____

Address of company:

Street Address

Apartment #

City

State

Zip Code

Type of business: _____

Name of Supervisor: _____

Business Phone: _____

Hire Date: _____ Rate of pay: _____

PREVIOUS EMPLOYERS

2. Company Name:

Is this self-employment or contract work?

Yes

No

Position held: _____

2. Company Name:

Is this self-employment or contract work?

Yes

No

Position held: _____

Address of company:

Street Address

Apartment #

City

State

Zip Code

Type of business: _____

Name of Supervisor: _____

Business Phone: _____

Hire Date: _____ Rate of pay: _____

End Date: _____

Address of company:

Street Address

Apartment #

City

State

Zip Code

Type of business: _____

Name of Supervisor: _____

Business Phone: _____

Hire Date: _____ Rate of pay: _____

End Date: _____

3. Company Name:

Is this self-employment or contract work?

Yes

No

Position held: _____

Address of company:

Street Address

Apartment #

City

State

Zip Code

Type of business: _____

Name of Supervisor: _____

Business Phone: _____

Hire Date: _____ Rate of pay: _____

End Date: _____

3. Company Name:

Is this self-employment or contract work?

Yes

No

Position held: _____

Address of company:

Street Address

Apartment #

City

State

Zip Code

Type of business: _____

Name of Supervisor: _____

Business Phone: _____

Hire Date: _____ Rate of pay: _____

End Date: _____

4. MONTHLY HOUSEHOLD INCOME AND RESOURCES

Please indicate monthly amounts that the applicants or anyone in the household receives for the type of income below. It is extremely important to disclose and document all household income. Under certain circumstances, we may not have to count certain sources of income, but we need to be aware of it. Our income limits are strict due to the nature of our program and funding sources.

Therefore, if undeclared income is discovered, application will be denied.

INCOME SOURCE	APPLICANT #1	CO-APPLICANT	OTHER HOUSEHOLD MEMBERS	ADDITIONAL QUESTIONS AND EXPLANATION
Jobs- Base Salary, earnings (before taxes and deductions)	\$	\$	\$	Are any of these household members who earn income also enrolled as full-time students? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, who? _____ _____
Jobs- Overtime, bonuses, commissions	\$	\$	\$	Explain: _____ _____
Unemployment	\$	\$	\$	When did this income begin?
Pension	\$	\$	\$	When did this income begin?
Child Support	\$	\$	\$	Is this court-ordered? <input type="checkbox"/> Yes <input type="checkbox"/> No
Alimony	\$	\$	\$	Is this court-ordered? <input type="checkbox"/> Yes <input type="checkbox"/> No
Social Security	\$	\$	\$	When did this income begin?
SSI	\$	\$	\$	When did this income begin?
Disability	\$	\$	\$	When did this income begin?
TANF/Families First/AFDC	\$	\$	\$	When did this income begin?
Food Stamps	\$	\$	\$	Next recertification date:
Regular financial	\$	\$	\$	Explain: _____

support from others				_____
Other	\$	\$	\$	Explain: _____

5. CHECKING, SAVINGS, AND OTHER ACCOUNTS

Name of Bank or Financial Institution _____	Type of Account: (Checking, savings, CDs, retirement, prepaid, Escrow/IDA, other) _____
Account Number: _____	Balance \$: _____
Name(s) on Account:	
Name of Bank or Financial Institution _____	Type of Account: (Checking, savings, CDs, retirement, prepaid, Escrow/IDA, other) _____
Account Number: _____	Balance \$: _____
Name(s) on Account:	
Name of Bank or Financial Institution: _____	Type of Account: (Checking, savings, CDs, retirement, prepaid, Escrow/IDA, other) _____
Account Number: _____	Balance \$: _____
Name(s) on Account:	

6. OTHER ASSETS

Answer the following regarding valuable assets that you or the co-applicant own
Do you currently own:

Home, land, or property <input type="checkbox"/> Yes <input type="checkbox"/> No \$ /month	Timeshare <input type="checkbox"/> Yes <input type="checkbox"/> No
Mobile Home <input type="checkbox"/> Yes <input type="checkbox"/> No	A Business (even as part owner) <input type="checkbox"/> Yes <input type="checkbox"/> No
Recreational vehicle (boat, ATV, motorcycle) <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you own automobiles/vehicles? <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you own: <input type="checkbox"/> Stove <input type="checkbox"/> Washer <input type="checkbox"/> Refrigerator <input type="checkbox"/> Dryer	List each vehicle with year, make, and model (i.e. 1999 Toyota Camry) 1. _____ 2. _____ 3. _____
Applicant #1 Driver's License (Number and State)	Co-Applicant Driver's License (Number and State)

7. CURRENT MONTHLY BILLS AND EXPENSES

For each expense that everyone in your household has, please list monthly estimate of what each item costs your household.

Regular Bills	Monthly Amount	Other Expenses	Monthly Amount
Rent	\$	Groceries	\$
Water	\$	Household supplies (cleaning, diapers, etc.)	\$
Electricity	\$	Clothing	\$
Gas (for your home)	\$	Eating out	\$
Home phone/Cell phones	\$	Personal (haircuts, nails, etc.)	\$
Cable/TV services	\$	Laundry/dry cleaning	\$
Internet	\$	Cigarettes	\$
Security System	\$	Entertainment	\$
Renter's insurance	\$	Pet care (food, vet, etc.)	\$
Car insurance	\$	Gifts (birthdays, holidays, etc.)	\$
Life insurance	\$	School tuition/supplies	\$
Health ins.(if not at work)	\$	Vacation/Travel	\$
Childcare	\$	Gasoline (for car)	\$
Gym memberships	\$	Vehicle maintenance	\$
Dues/Subscriptions	\$	Car repairs	\$
Other:	\$	Bus pass/carpooling	\$
Other:	\$	Medical	\$
Other:	\$	Giving (church, charity, etc.)	\$
Other:	\$	Other:	\$

8. DEBTS, LOANS, AND OTHER CREDIT ACCOUNTS

List all debts, loans, and credit accounts that everyone in your household have including loans you have co-signed with anyone else, whether or not you make the actual payment.

Type of debt	Name of Company	Monthly payment	Unpaid balance	Estimated payoff date (MM/YY)
Car loans		\$	\$	
Credit cards		\$	\$	
Student loans		\$	\$	
Other loans (cash, payday, personal, title, furniture, rental, etc.)		\$	\$	
Child Support (you pay)		\$	\$	
Alimony (you pay)		\$	\$	
Garnishments		\$	\$	
Collections		\$	\$	
Judgments/Liens		\$	\$	
Other (explain) _____		\$	\$	
Total monthly Debt Payments \$		/month		

9. DOWN PAYMENT AND CLOSING COSTS

How much can you afford for housing? (One-time down payment) \$

How much can you afford for monthly housing-related costs (including mortgage payment, utilities, insurance, taxes)? \$ /month

Where will you be getting the money to pay the down payment (e.g., your parents, savings)? If you are borrowing money to pay your down payment, explain how and from whom you plan to borrow, and how you will pay back the lender.

10. TAX RETURN

Did you file an income tax return last year? Yes No

Did you receive earned income credit? Yes No

Number of exemptions taken?

11. WILLINGNESS TO PARTNER

To be considered for a Habitat home, you and your family must be willing to complete “sweat equity” hours, approved by Habitat for Humanity of Weber and Davis Counties. Your help in building your home and/or homes of others is called “sweat equity”. This may include clearing the lot, helping with construction, cleaning, painting, working in the Habitat office, the Ogden ReStore, and other approved activities.

Question	Applicant 1	Co-Applicant
Are you willing to complete the required sweat equity hours?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you willing to represent Habitat with the media?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Which information meeting did you attend?	Date:	Date:

In what ways can you and your family help in building or renovating a home? Prior experience is NOT required, but please list skills you may already have.

12. DECLARATIONS

12. DECLARATIONS				
Question	Applicant 1		Co-Applicant	
Do you have any debt because of a court decision against you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you declared bankruptcy within the past 7 years	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have your wages or bank accounts ever been garnished?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you had property foreclosed on in the past 7 years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you currently involved in a lawsuit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you paying alimony or child support?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been evicted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been convicted of a crime?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been turned down for conventional financing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>If you answered yes to any of the above questions, please explain:</p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 10px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 10px;"/>				
Are you a U.S. citizen or legal resident of the U.S.?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

13. AUTHORIZATION AND RELEASE

I understand that by filing this application, I am authorizing Habitat for Humanity to evaluate my actual need for a Habitat home, my ability to repay the no-interest loan and other expenses of homeownership, and my willingness to be a partner family. I understand that the evaluation will include personal visits, a credit check, and employment verification. I understand that I will undergo a background check and give authorization to Habitat for Humanity of Weber and Davis Counties. I have answered all the questions on this application 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, I may be disqualified from the program. Habitat for Humanity reserves the right to request updated application information at any time. The original or a copy of this application will be retained by Habitat for Humanity even if the application is not approved.

<hr style="border: 0; border-top: 1px solid black;"/>	<hr style="border: 0; border-top: 1px solid black;"/>
<i>Applicant #1 Signature</i>	<i>Co-applicant Signature</i>
<i>Date</i>	<i>Date</i>