

# Central Oklahoma Habitat for Humanity

Date: \_\_\_\_\_

## Application Form

### Applicant

Name: \_\_\_\_\_

Marital status: Married \_\_\_\_\_ Separated\* \_\_\_\_\_  
Unmarried (divorced, widow, single) \_\_\_\_\_

**\*If you are separated, please show your spouse as a co-applicant and sign this application. If approved, your spouse will also be asked to sign the loan documents.**

HOME PHONE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

### Applicant

Date of birth: \_\_\_\_\_ Age: \_\_\_\_\_

Social Security #: \_\_\_\_\_

U. S. Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

If NO, please provide:

Permanent Resident #: \_\_\_\_\_

Temporary Resident #: \_\_\_\_\_

### Spouse/Co-Applicant

Name: \_\_\_\_\_

Marital status: Married \_\_\_\_\_ Separated\* \_\_\_\_\_  
Unmarried (divorced, widow, single) \_\_\_\_\_

OTHER PHONE: \_\_\_\_\_

### Spouse/Co-Applicant

Date of birth: \_\_\_\_\_ Age: \_\_\_\_\_

Social Security #: \_\_\_\_\_

U. S. Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

If NO, please provide:

Permanent Resident #: \_\_\_\_\_

Temporary Resident #: \_\_\_\_\_

Are you a member of a Tribe? \_\_\_\_\_ If yes, which Tribe? \_\_\_\_\_

### NAMES OF ALL OTHERS WHO WILL LIVE IN THE HOME AS THEIR PRIMARY RESIDENCE

<u>Name</u>	<u>Social Security #</u>	<u>Date of Birth</u>	<u>Age</u>	<u>Sex</u>	<u>Relationship</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

### Rental History

Current

Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip \_\_\_\_\_

When did you begin renting at this address? \_\_\_\_\_ Total amount of rent per month? \$ \_\_\_\_\_ # bedrooms: \_\_\_\_\_

Does any organization, government agency or anyone else help with your current rent: Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what is the name of the agency \_\_\_\_\_ What portion of the monthly rent do **they** pay? \$ \_\_\_\_\_

What portion of the rent do **you** pay? \$ \_\_\_\_\_

Name of Landlord: \_\_\_\_\_ Phone #: \_\_\_\_\_ Is landlord a family member? \_\_\_\_\_

About how much do you pay in utilities each month? Electricity \$ \_\_\_\_\_ Gas \$ \_\_\_\_\_ Water \$ \_\_\_\_\_

### Previous Housing/Rental History (Complete if in above property less than 2 years)

Previous

Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip \_\_\_\_\_

When were you renting at this address? From \_\_\_\_\_ to \_\_\_\_\_ How much rent per month? \$ \_\_\_\_\_ # bedrooms: \_\_\_\_\_

Name of Landlord: \_\_\_\_\_ Phone #: \_\_\_\_\_ Was landlord a family member? \_\_\_\_\_

Why did you move? \_\_\_\_\_

Have you ever owned a home? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If YES, dates you owned: from \_\_\_\_\_ to \_\_\_\_\_ Mortgage company: \_\_\_\_\_  
 Reason you no longer have the home: \_\_\_\_\_

Have you ever tried to qualify for a home loan? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If YES, who was your application with? \_\_\_\_\_ When did you apply? \_\_\_\_\_  
 What was the outcome of the application? \_\_\_\_\_

Have you ever declared Bankruptcy? Yes \_\_\_\_\_ No \_\_\_\_\_ If YES when \_\_\_\_\_

**Employment History**

**Applicant**

Current  
 Employer: \_\_\_\_\_  
**Date hired:** \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Supervisor's Phone: \_\_\_\_\_  
**Monthly gross income (before taxes):** \$ \_\_\_\_\_

**Spouse/Co-Applicant**

Current  
 Employer: \_\_\_\_\_  
**Date hired:** \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Work phone: \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Supervisor's Phone: \_\_\_\_\_  
 Monthly gross income (before taxes): \$ \_\_\_\_\_

**Previous Employment History (Complete if above employment is less than 2 years)**

**Applicant**

Previous Employer: \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Dates Worked: from \_\_\_\_\_ to \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Supervisor's Phone: \_\_\_\_\_  
 Monthly gross income (before taxes): \$ \_\_\_\_\_  
 Reason left: \_\_\_\_\_

**Spouse/Co-Applicant**

Previous Employer: \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Dates Worked: from \_\_\_\_\_ to \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Supervisor's Phone: \_\_\_\_\_  
 Monthly gross income (before taxes): \$ \_\_\_\_\_  
 Reason left: \_\_\_\_\_

Previous Employer: \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Dates Worked: from \_\_\_\_\_ to \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Supervisor's Phone: \_\_\_\_\_  
 Monthly gross income (before taxes): \$ \_\_\_\_\_  
 Reason left: \_\_\_\_\_

Previous Employer: \_\_\_\_\_  
 Job Title: \_\_\_\_\_  
 Dates Worked: from \_\_\_\_\_ to \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_  
 Supervisor's Phone: \_\_\_\_\_  
 Monthly gross income (before taxes): \$ \_\_\_\_\_  
 Reason left: \_\_\_\_\_

**Total Family Income** (List total gross amounts from all sources) \*\* Notice: If alimony, child support, or separate maintenance income is to be counted you will need to provide (1) Court Orders and (2) Proof of receipt for the last six months. \*\*

Total from job(s):	\$ _____	Disability:	\$ _____
Social Security:	\$ _____	Child Support**:	\$ _____
SSI:	\$ _____	Pension:	\$ _____
Temporary Aid (TANF)	\$ _____	Food Stamps:	\$ _____
Veteran Benefits	\$ _____	Other (Explain) _____:	\$ _____

**TOTAL MONTHLY GROSS INCOME:** \$ \_\_\_\_\_

**LIST OF ALL PRESENT MONTHLY PAYMENTS/DEBTS**  
 (DO NOT LIST EXPENSES SUCH AS FOOD, INSURANCE, UTILITIES, PHONE)

<u>CREDITOR</u>	<u>TYPE DEBT</u>	<u>MONTHLY PAYMENT</u>	<u>TOTAL DEBT OWED</u>
(Example 1 <sup>st</sup> Bank	Auto loan	\$250.00	\$4,250.00 )
(Ex. Mercy Hospital	Medical		\$4,000.00 )
(Ex. Visa	Credit Card	\$50.00	\$3,500.00 )
(Ex. Student Loans	Education	Deferred	\$12,000.00)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

9. Child Support \_\_\_\_\_

10. Child Care \_\_\_\_\_

TOTAL MONTHLY PAYMENTS \$ \_\_\_\_\_

I certify the above list shows all debts I/we now owe.

\_\_\_\_\_                      \_\_\_\_\_  
 Initials                                      Initials

**NEED**

Are your present living conditions:

Overcrowded? Yes\_\_\_\_ No\_\_\_\_                      Run Down? Yes\_\_\_\_ No\_\_\_\_  
 Unsafe neighborhood? Yes\_\_\_\_ No\_\_\_\_                      Is the rent too high? Yes\_\_\_\_ No\_\_\_\_

**Please explain your need/desire for a Habitat home.** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Partnership**

Have you previously applied with Central Oklahoma Habitat? Yes\_\_\_\_ No\_\_\_\_ If YES, when? \_\_\_\_\_  
 Would you be able to work your required sweat equity hours on Habitat projects? Yes\_\_\_\_ No\_\_\_\_

**PLEASE READ CAREFULLY AND SIGN THIS SHEET...**

In applying for a Habitat home, I/we do so understanding the purpose of Habitat for Humanity: Habitat for Humanity is a community project.

I/we would help others to have a new home as well as ourselves.

I/we would actually help to build or renovate our new home as well as others, as required.

I/we would be expected to make regular monthly payments – not rent, but mortgage payments toward reimbursing Habitat for the cost of my home.

I/we would be charged no interest on our mortgage loan, and all payments would go back to Habitat so that more homes could be built for more families.

I/we would maintain and insure my/our home throughout the period that Central Oklahoma Habitat for Humanity holds the first mortgage on this home.

When I/we participate in any way in this project, I/we become a member of Habitat and am responsible to help carry out its ideals of partnership and the giving of myself, my time, my abilities, and money as much as I am able. I/we understand that the Board of Directors of Habitat and members of the Family Selection Committee are persons who agree with this idea wholeheartedly.

I/we promise that all information given by me/us in the application process is and will be true and correct to the best of my/our knowledge. I/we understand that false or misleading information will be grounds for rejection of my application. I/we also understand that the completion of this application and/or any initial approvals or other acts by Habitat prior to a final closing and conveyance of a home will in no way guarantee that I/we will receive housing through Central Oklahoma Habitat for Humanity.

I/we grant permission to Habitat to check any and all references and to take any and all actions reasonably necessary to substantiate the information contained in this application or otherwise establish my/our suitability as a Habitat homeowner, including without limitation, contacting or otherwise attempting to confirm my/our (1) employment status, history and credit references, including investigations through a credit reporting service, (2) personal references, including all parties listed in this application and/or any other parties which Habitat desires to contact, (3) family composition and marital status and related issues, (4) credit worthiness, (5) immigration status, (6) police records and other information relative to criminal charges and/or convictions, (7) any additional information that Habitat deems necessary to evaluate this application. I/we understand that the Central Oklahoma Habitat for Humanity may reject this application based upon the results of these inquiries. I/we understand that the Central Oklahoma Habitat for Humanity is a nonprofit corporation with limited resources and cannot afford to provide housing for each and every applicant. Consequently, I/we agree that Habitat, its staff, whether voluntary or compensated, and its Board of Directors will not be liable in any way or otherwise be held responsible by me/us or anyone acting on my/our behalf in connection with my/our application for Habitat housing or any claims of any nature associated herewith.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Spouse/Co-Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Household member (18 years or older)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Household member (18 years or older)

**I/we learned about the Habitat for Humanity program through:**

\_\_\_\_ Television      \_\_\_\_ Newspaper      \_\_\_\_ Friend/Relative  
\_\_\_\_ Periodical      \_\_\_\_ Habitat homeowner (name) \_\_\_\_\_  
\_\_\_\_ Other (please explain) \_\_\_\_\_



**“Central Oklahoma Habitat for Humanity is an equal opportunity housing provider.**

**All applicants will receive consideration for housing without regard to race, color, marital status, age, national origin, religion, sex, familial status, receipt of public assistance funds, exercise of consumer credit protection rights, or handicap.”**

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