

**PERSONAL INFORMATION** HUD # \_\_\_\_\_

**APPLICANT:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_  
**CO-APPLICANT:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_ **YEARS SCHOOL/DEGREE** \_\_\_\_\_  
**MONTHLY HOUSING:** \$ \_\_\_\_\_ **E-mail address:** \_\_\_\_\_  
**Start Date** \_\_\_\_\_ **MARITAL STATUS:** \_\_\_\_\_  
**LANDLORD'S/MORTGAGE NAME:** \_\_\_\_\_ **RACE:** \_\_\_\_\_  
**ADDRESS & PHONE NO:** \_\_\_\_\_ **VA: YES\_\_ NO\_\_**  
**If Less Than 2 Yrs Give Previous**  
**ADDRESS & LANDLORD INFO:** \_\_\_\_\_ **Are You Currently Working With Another Source**  
**Start Date:** \_\_\_\_\_ **To Acquire Homeownership? Yes\_\_ No\_\_**  
**E-mail address:** \_\_\_\_\_ **If Yes, Give Source Name & Number:** \_\_\_\_\_

**HOUSEHOLD INFORMATION (INCLUDE HEAD of HOUSEHOLD)**

NAME	AGE	RACE	SEX	RELATIONSHIP	D.O.B.	SOC. SEC. #
1. Applicant:						
2. Co Applicant						
3						
4						
5						
6						
7						
8						

**Employer's Name-Full Time** \_\_\_\_\_  
**Start Date:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_ **HR RATE** \_\_\_\_\_ **MONTHLY** \_\_\_\_\_ **ANNUAL** \_\_\_\_\_  
**HOW LONG:** \_\_\_\_ Yr \_\_\_\_ Mo **Full Time or Part Time** \_\_\_\_\_ **POSITION:** \_\_\_\_\_  
**Address of Employer** \_\_\_\_\_

**Employer's Name** \_\_\_\_\_  
**Start Date:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_ **HR RATE** \_\_\_\_\_ **MONTHLY** \_\_\_\_\_ **ANNUAL** \_\_\_\_\_  
**HOW LONG:** \_\_\_\_ Yr \_\_\_\_ Mo **Full Time or Part Time** \_\_\_\_\_ **POSITION:** \_\_\_\_\_  
**Address of Employer** \_\_\_\_\_

**If Less than 2 years on the job list previous employer:**  
**Employer's Name** \_\_\_\_\_  
**Start Date:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_ **HR RATE** \_\_\_\_\_ **MONTHLY** \_\_\_\_\_ **ANNUAL** \_\_\_\_\_  
**HOW LONG:** \_\_\_\_ Yr \_\_\_\_ Mo **Full Time or Part Time** \_\_\_\_\_ **POSITION:** \_\_\_\_\_  
**Address of Employer** \_\_\_\_\_

**ADDITIONAL INCOME & ASSETS INFO**  
**CHILD SUPPORT:** \$ \_\_\_\_\_ PER \_\_\_\_\_ **FOOD STAMPS:** \$ \_\_\_\_\_ PER \_\_\_\_\_  
**SS/PENSION:** \$ \_\_\_\_\_ PER \_\_\_\_\_ **ALIMONY:** \$ \_\_\_\_\_ PER \_\_\_\_\_  
**Other Income:** \$ \_\_\_\_\_ PER \_\_\_\_\_ **TOTAL ANNUAL HOUSEHOLD INCOME:** \$ \_\_\_\_\_

- ALL CLIENTS SUPPORT DOCUMENTS NEEDED FOR APPOINTMENT:**
- Past 2-Years W2s & FEDERAL Tax Return & SCHEDULES
  - Current 30-Day Period Pay Stubs
  - Recent Employment Savings Plan ( 401K)
  - YTD Profit & Lost Statement & Balance Sheet (Self-Employed)
  - List of Expenses/Creditors: Monthly Payment & Balance
  - Recent 2-Months Bank Statements (Checking & Savings)
  - Photo ID & Social Security Card (all adults in the household)
  - Separation and/or Divorce Decree
  - 2-Year Child Support History
  - \$50.00 Credit Report Fee (Per Person) Cash or money order. (Pre-purchase clients ONLY)
  - Awards & Benefit Letters(SS,SNAP,UnEmploy,Retirement)  
Payable to: Monroe-Union County CDC

**ADDITIONAL INFORMATION FOR: Homeowners Only:**

12. Mortgage Statement 13. Property Taxes 14. H.O.A. Fees 15. Death Certificate 16. Executor of the Estate 16. Foreclosure Hearing Notice
- ADDITIONAL INFORMATION FOR: Rental Conseling Only:**

17. Copy of the Lease Agreement 18. Eviction Notice 19. Landord'S Name, Address, Phone No. & Email address

*My/Our Signature(s) Acknowledge That Information Shown Above Was Given By Me/Us And Is Accurate To The Best Of My Knowledge.*

\_\_\_\_\_ **APPLICANT'S SIGNATURE** \_\_\_\_\_ **CO-APPLICANT'S SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_  
**E-mail address:** \_\_\_\_\_ **E-mail address:** \_\_\_\_\_

All applications must have all copies of relevant support documents before application can be accepted.