



P.O. Box 2179 | Durango CO 81302-2179 | 124 E. 9<sup>th</sup> Street | Durango CO 81301 | P: 970.259.1418 | F: 970.259.1298

Dear Homeownership Advising Client,

Thank you for your interest in our Homeownership Advising Program.

Attached is our program application.

Please answer every question as best you can. All information must be included for prompt processing. You may submit the information via mail, fax, email, or in-person delivery. We typically need 2-3 business days to review, then our staff will contact you for an appointment.

SUBMIT COPIES THAT WE MAY KEEP; WE CANNOT MAKE COPIES FOR YOU.

Documentation:

- \_\_\_\_\_HomesFund Pre-Purchase Advising Application - (attached) Completed and signed.
- \_\_\_\_\_Monthly Expenses /Budget Worksheet (attached) Provide your best estimates.
- \_\_\_\_\_Copy of Driver's License(s) and Social Security Card(s)
- \_\_\_\_\_Most recent paystubs covering 30 days
- \_\_\_\_\_Retirement, disability, child support or social security award letter (if applicable)
- \_\_\_\_\_2 Years Most Recent FEDERAL Tax Returns (State Returns not needed)
- \_\_\_\_\_2 Months Most Recent Bank Statements - ALL pages
- \_\_\_\_\_A check made payable to HomesFund for a credit report -  
\$17.98 for a single person; \$35.96 for couples.

When setting your appointment, please let us know in advance if you need assistance for mobility, visual, or hearing impairments, or for other disabilities. Also please let us know prior to your appointment if you need a language translator and we will try to accommodate your request.

Please review our Privacy Policy, attached.

Please contact our office if you have any questions.  
We look forward to working with you!

Sincerely,

Matt Morishige  
Homebuyer Program Coordinator  
[matt@homesfund.org](mailto:matt@homesfund.org)

Pam Moore  
Deputy Director  
[pam@homesfund.org](mailto:pam@homesfund.org)

Monthly Budget			
Income			
Name	Source		Net Amount
Expenses			
	Amount		Amount
<b>Auto</b>		<b>Medical</b>	
Auto Insurance		Doctor Visit/Co-Pay	
Auto Loan		Vision/Glasses/Contacts	
Auto Tags/Registration		Medical Bills	
Auto Repairs		Medications	
Gas		<b>Total</b>	
<b>Total</b>		<b>Miscellaneous</b>	
<b>Child Support/Alimony</b>		<b>Savings</b>	
<b>Credit Card Payments</b>		<b>Utilities</b>	
Credit Card 1		Internet	
Credit Card 2		Cable TV	
Credit Card 3		Cell Phone	
Credit Card 4		Electricity	
Credit Card 5		Trash	
<b>Total</b>		Heating	
<b>Collections</b>		Water/Sewer	
<b>Education</b>		Telephone	
Tuition		<b>Total</b>	
Book/Supplies		<b>Charity</b>	
<b>Total</b>		<b>Dining</b>	
<b>Housing</b>		<b>Entertainment</b>	
1st Mortgage Payment		<b>Groceries</b>	
Homeowner/Renters Insurance		<b>Gifts</b>	
Rent		<b>Household</b>	
<b>Total</b>		Barber/Beauty Shop	
<b>Installment Loans</b>		Child Care	
Installment Loans		Clothing	
Student Loans		Memberships	
<b>Total</b>		Laundry	
<b>Insurance</b>		Mad Money	
Health Insurance		Repairs/Maintenance	
Life Insurance		Vacations	
<b>Total</b>		<b>Total</b>	
		<b>Pet Expense</b>	
		<b>Public Transportation</b>	
<b>Total Expenses</b>		<b>Total Expenses</b>	
<b>Net Income</b>			
<b>Surplus/Defecit</b>			



# Pre-Purchase Advising Application

124 E. 9<sup>th</sup> Street, Durango, CO 81301 970-259-1418

Applicant 1	Applicant 2
Name:	Name:
Street Address:	Street Address:
City: _____ State: _____ Zip Code: _____ Is this addresses with City Limits? Yes No County: _____	City: _____ State: _____ Zip Code: _____ Is this addresses with City Limits? Yes No County: _____
Mailing Address (if different from above):	Mailing Address (if different from above):
Home Phone: _____ Cell Phone: _____	Home Phone: _____ Cell Phone: _____
Date of Birth: _____ Age: _____ Sex: M or F	Date of Birth: _____ Age: _____ Sex: M or F
Social Security:	Social Security:
E-Mail:	E-Mail:
Marital Status: Married Single	Marital Status: Married Single
Current Employer: _____ Date of Hire: _____	Current Employer: _____ Date of Hire: _____
Employer Address:	Employer Address:
Self Employed: Yes No	Self Employed Yes No
Full Time: _____ Part Time: _____ Average Hours Per Week: _____	Full Time: _____ Part Time: _____ Average Hours Per Week: _____
Monthly Income from Employment	Monthly Income from Employment
\$ Gross (pre-tax): _____ \$ Net (after taxes): _____	\$ Gross (pre-tax): _____ \$ Net (after taxes): _____
Are you paid on commission? No Yes Monthly Average \$ _____	Are you paid on commission? No Yes Monthly Average \$ _____
Do you receive bonus income? No Yes Monthly Average \$ _____	Do you receive bonus income? No Yes Monthly Average \$ _____
Do you receive overtime No Yes Monthly Average \$ _____	Do you receive overtime No Yes Monthly Average \$ _____
Monthly Income from Other Sources (Ex: Child Support, Alimony, Social Security, Retirement, etc) <u>Average Per Month</u> <u>Source</u> <u>How Long Received?</u>	Monthly Income from Other Sources (Ex: Child Support, Alimony, Social Security, Retirement, etc) <u>Average Per Month</u> <u>Source</u> <u>How Long Received?</u>
1) \$ _____ 2) \$ _____ 3) \$ _____	1) \$ _____ 2) \$ _____ 3) \$ _____
Circle your level of education: (Graduate School) (Bachelors) (Associates) (High School/GED) (Jr. High School) (Vocational) (None)	Circle your level of education: (Graduate School) (Bachelors) (Associates) (High School/GED) (Jr. High School) (Vocational) (None)

Number of Adults (over 18) in the Household \_\_\_\_\_

Number of Dependents \_\_\_\_\_ Ages \_\_\_\_\_

Are you a single parent head of household? Yes No

Assets:	Balance in Checking	\$ _____
	Balance in Savings	\$ _____
	Retirement	\$ _____

Liabilities	Balance	Monthly Payment
Credit Cards (list all - add together)	\$	\$
Auto Loans	\$	\$
Student Loans	\$	\$
Other	\$	\$
Other	\$	\$
Current Monthly Rental/ Housing Expense	n/a	\$

	<u>Applicant 1</u>		<u>Applicant 2</u>		
Have you declared bankruptcy in the last 7 years?	Yes	No	Yes	No	
Have you owned a home in the last 3 years?	Yes	No	Yes	No	
Are you a Veteran?	Yes	No	Yes	No	
Are you Active Military?	Yes	No	Yes	No	
Are you a registered Sexual Offender?	Yes	No	Yes	No	
Have you ever been convicted of a felony?	Yes	No	Yes	No	
Have you taken Homebuyer Education Class?	Yes	No	Yes	No	If Yes, When _____
Do you own any other real estate?	Yes	No	Yes	No	
If Yes, please explain _____					
Are you currently under contract?	Yes	No			
Are you currently working with a realtor?	Yes	No	If yes, who?	_____	
Are you currently working with a lender?	Yes	No	If yes, who?	_____	
How did you hear about us?	_____				

**By signing below, I certify that the information contained in this application is true, correct and complete. I have made no misrepresentations, nor did I omit any pertinent information.**

**Applicant 1** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Check Box: I authorize Homes Fund to obtain a consumer credit report to evaluate my readiness to purchase a home.**

**I authorize the sharing of information contained within my client file with the US Department of Housing and Urban Development (HUD) in the event HomesFund files are audited. (Must be marked to receive Pre-Purchase Advisement Services.)**

The following information is requested by the Federal Government in order to monitor compliance with equal credit opportunity, fair housing, and home mortgage disclosure laws. You are not required to furnish this information, bur are encouraged to do so. This agency may not discriminate on the basis of ethnicity, race or sex.

**Ethnicity:** Hispanic or Latino \_\_\_\_\_ Not Hispanic or Latino \_\_\_\_\_ **Sex:** Female \_\_\_\_\_ Male \_\_\_\_\_

**Race:** American Indian or Alaska Native \_\_\_\_\_ Native Hawaiian or Pacific Islander \_\_\_\_\_ Asian \_\_\_\_\_ White \_\_\_\_\_

Black or African American \_\_\_\_\_ I do not wish to furnish \_\_\_\_\_

**Applicant 2** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Check Box: I authorize Homes Fund to obtain a consumer credit report to evaluate my readiness to purchase a home.**

**I authorize the sharing of information contained within my client file with the US Department of Housing and Urban Development (HUD) in the event HomesFund files are audited. (Must be marked to receive Pre-Purchase Advisement Services.)**

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Black or African American \_\_\_\_\_ I do not wish to furnish \_\_\_\_\_

**FACTS****What Does HomesFund Do  
With Your Personal Information?**

<b>Why?</b>	Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also required us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.
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<b>What?</b>	<p>The types of personal information we collect and share depend on the product or service you have with us. This information can include:</p> <ul style="list-style-type: none"> <li>• Social Security Number and assets</li> <li>• employment information and Income</li> <li>• credit history and credit card or other debt</li> </ul> <p>When you are <i>no longer</i> our customer, we continue to share your information as described in this notice.</p>
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<b>How?</b>	All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons HomesFund chooses to share; and whether you can limit this sharing.
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Reasons we can share your personal information	Does HomesFund share?	Can you limit this sharing?
<b>For our everyday business purposes --</b> such as to process your transactions, maintain your account(s), responds to court orders and legal investigations, or report to credit bureaus	Yes	No
<b>For our marketing purposes --</b> to offer our products and services to you	No	We Don't Share
<b>For joint marketing with other financial companies</b>	No	We Don't Share
<b>For our affiliates' everyday business purposes --</b> information about your transactions and experiences	No	We Don't Share
<b>For our affiliates' everyday business purposes --</b> information about your creditworthiness	No	We Don't Share
<b>For our affiliates to market to you</b>	No	We Don't Share
<b>For nonaffiliates to market to you</b>	No	We Don't Share

<b>Questions?</b>	<ul style="list-style-type: none"> <li>• Call 970-259-1418 or go to <a href="http://www.homesfund.org">www.homesfund.org</a></li> </ul>
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<b>Who we are</b>	
<b>Who is providing this notice?</b>	HomesFund 124 E. 9th Street PO Box 2179 Durango, CO 81302
<b>What we do</b>	
<b>How does HomesFund protect my personal information?</b>	To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings.
<b>How does HomesFund collect my personal information?</b>	We collect your personal information, for example, when you <ul style="list-style-type: none"> <li>• give us your income information or give us your employment history</li> <li>• apply for financing or show your government-issued ID</li> <li>• seek financial or tax advice</li> </ul> We also collect your personal information from others, such as credit bureaus, affiliates, or other companies.
<b>Why can't I limit all sharing?</b>	Federal law gives you the right to limit only <ul style="list-style-type: none"> <li>• sharing for affiliates' everyday business purposes - information about your creditworthiness</li> <li>• affiliates from using your information to market to you</li> <li>• sharing for non-affiliates to market to you</li> </ul> State Laws and individual companies may give you additional rights to limit sharing.
<b>Definitions</b>	
<b>Affiliates</b>	Companies related by common ownership or control. They can be financial and nonfinancial companies. <i>HomesFund has no affiliates.</i>
<b>Nonaffiliates</b>	Companies not related by common ownership or control. They can be financial and nonfinancial companies. <ul style="list-style-type: none"> <li>• <i>HomesFund does not share with nonaffiliates so they can market to you.</i></li> </ul>
<b>Joint marketing</b>	A formal agreement between nonaffiliated financial companies that together market financial products or services to you. <ul style="list-style-type: none"> <li>• <i>HomesFund doesn't jointly market.</i></li> </ul>