FORT WORTH HOUSING FINANCE CORPORATION

P. O. Box 17238 ■ FORT WORTH TX 76102-7238

HOUSING TRUST FUND

HOME OWNER LOAN PROGRAM PRE-QUALIFICATION INFORMATION

Instructions: Information in this application is strictly confidential and will not be released to persons outside of the program without written permission from the applicant. Information is requested to establish eligibility and for federal reporting requirements. If you have any questions about completing the form, please call at (817) 392-2574. **Para ayuda con estas instrucciones en español, llame (817) 392-7326.**

Section I - About the Head of Household

Name _____ Social Security Number _____

Last First Middle Initial Mainden Name

Address _____ City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email_____ Driver's Lic. # _____ Date of Birth _____

Are you a _____U.S. Citizen ____ Permanent Resident Alien ____ Other (explain)_____

Section II - Co-Applicant Information

Name _____ Social Security Number _____

Last First Middle Initial Mainden Name

Address _____ City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Driver's License Number _____ Date of Birth _____

Relationship to Applicant _____

Section III - Employment and Income History

Employer Name _____ Occupation _____

Gross Monthly Income $_____ Number of Years with Employer _____

Co-Applicant's Employment History

Employer Name _____ Occupation _____

Gross Monthly Income $_____ Number of Years with Employer _____

Section IV - Other Household Members

Provide the names, ages of all members of your household, and employment and income for all members in your household eighteen (18) years of age or older.

Name	Age	Relationship	Gross Monthly Income

Section V - About the Home

Address _____ City _____ State _____ Zip _____

of Home to be Repaired

Purchase Price $ _____ Year House was Purchased _____ Year House was Built _____ Estimate of Property Value $ _____

Residence ☐ ☐ Property Type ☐ ☐ _____ How many years have you lived at this address? _____

Own Rent Single Family Multi-Family No. of Units

Mortgage Company _____ Current Loan Balance $ _____ Mortgage Payment $ _____

Do you have a Second Mortgage on this property? ☐ Yes ☐ No

Have you received any assistance from the Housing Department before? ☐ Yes ☐ No When? _____

Current Second Mortgage Loan balance $_____ Current Monthly Payment $ _____

Amount of assistance requested $_____ Loan Term Desired _____

Are Taxes and Insurance included in your monthly mortgage payment? *Yes* ☐ *No* ☐ Condition of Property *Excellent* ☐ *Good* ☐ *Fair* ☐ *Poor* ☐

What kind of improvements do you want to make to the property?

Section VI – Installment Debt

Provide TOTAL monthly payment for ALL installment debt, including auto, installment and credit card debt.

Borrower Debt	Monthly payments	Co-Borrower	Monthly payment
	$		$

Section VII – Documents/Information to bring with you for your application appointment.

1. This original application form, completed and signed by applicant and co-applicant
2. Copies of Tax Returns for the previous 2 years (must be provided for every member of your household who is age 18 or older and employed)
3. W2's for the past 2 years (W2's must be provided for every member of your household who is age 18 or older and employed)
4. Wages & salaries: 30 consecutive days of the most recent pay stubs (must be provided for every member of your household who is age 18 or older and employed).
5. Verification of Benefits and/or Pensions (Social Security Award Letter for 2006 or 2007, Support/Alimony Statement, Military/VA Pension, TEC Form, Trust Fund Benefits, Annuities, etc.)
6. Verification of other income (net income from the operations of business, child support, welfare assistance, unemployment letter)
7. Verification of assets (Last statements of all bank accounts, equity, retirement and pension accounts, life insurance)
8. Copy of Warranty Deed of your property
9. A copy of your social security card
10. A copy of picture identification by the applicant and co-applicant (Texas Driver's license or Texas Identification Card or Passport.
11. A copy of Home Insurance Policy
12. Last bank mortgage statement (if applicable)

Section VIII – Acknowledgment and Agreement

I/we have read the Home Owner Loan Program Application Form and understand that my/our answers to all of the previous questions and the statements I/we have made are true and correct to the best of my/our knowledge and belief. I/we authorize FWHFC and its designated agents to contact any source to solicit and/or verify information necessary for any eligibility determination for the purpose of the Home Owner Loan Program. I/we also agree to provide the FWHFC or its designated agents with any information necessary to verify my/our credit worthiness. I/we understand that any discrepancy or omissions in the information I/we have provided may disqualify me/us from participation in the Home Owner Loan Program. If such discrepancies or omissions are discovered after any loan is approved or granted to me/us, I/we understand that any outstanding Loan balance may immediately become due and payable.

X _____ X _____

Signature of Applicant Date Signature of Co-Applicant Date

Section IX – Information for Government Monitoring Purposes

OPTIONAL INFORMATION PROVIDED BY APPLICANT

Race/Ethnicity: ☐ Caucasian ☐ African-American ☐ Hispanic ☐ Asian ☐ Native American ☐ Other ☐

Age: _____ Gender: ☐ Male ☐ Female

OPTIONAL INFORMATION PROVIDED BY CO-APPLICANT

Race/Ethnicity: ☐ Caucasian ☐ African-American ☐ Hispanic ☐ Asian ☐ Native American ☐ Other ☐

Age: _____ Gender: ☐ Male ☐ Female

FOR OFFICE USE ONLY

Application Received by _____ Date Received _____

☐ Mail ☐ Telephone ☐ In Person (Office) Application Number _____

Application Reviewed by _____ Date Reviewed _____

Program Recommendation: _____ HOME/CDBG Home Improvement Loan _____ Home Renovation Loan _____ Other

TAD Attached ☐ Yes ☐ No NEZ Eligible ☐ Yes ☐ No NEZ _____

Census Tract _____ Central City? y/n ____ Council District _____ Model Block _____

EQUAL HOUSING LENDER