



**The Homes at Easthampton Meadow  
First Time Homebuyer  
Lottery Application**

**HOUSEHOLD INFORMATION**

**A. Name of Applicant:** \_\_\_\_\_

**Name of Co-Applciant:** \_\_\_\_\_

**Current Address:** \_\_\_\_\_

\_\_\_\_\_

**Home Telephone:** \_\_\_\_\_ **Work Telephone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Work Telephone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_ **E-mail address:** \_\_\_\_\_

**B. Total number of persons in household:** \_\_\_\_\_

**Number of bedrooms needed for current household:** \_\_\_\_\_

**Please list each individual household member below:**

*Please circle:*

Name _____	Age _____	Full-time student	<b><u>YES</u></b>	<b><u>NO</u></b>
Name _____	Age _____	Full-time student	<b><u>YES</u></b>	<b><u>NO</u></b>
Name _____	Age _____	Full-time student	<b><u>YES</u></b>	<b><u>NO</u></b>
Name _____	Age _____	Full-time student	<b><u>YES</u></b>	<b><u>NO</u></b>
Name _____	Age _____	Full-time student	<b><u>YES</u></b>	<b><u>NO</u></b>
Name _____	Age _____	Full-time student	<b><u>YES</u></b>	<b><u>NO</u></b>



## **DOCUMENTATION CHECKLIST**

*The following documents are required for a complete application  
Please attach copies of the appropriate documents as required*

**Please complete for each applicant/co-applicant:**

Applicant's Name: \_\_\_\_\_

Co-Applicant's Name: \_\_\_\_\_

**Salaried Applicants:**

- \_\_\_ 5 most recent pay stubs (stub must identify borrower, gross earnings, and year-to-date earnings)
- \_\_\_ Three most recent Federal Tax Returns (Form 1040) with all schedules
- \_\_\_ Three most recent W-2 Forms from all employers

**Self-Employed Applicants:**

- \_\_\_ Three most recent Federal Tax Returns (Form 1040) with all schedules
- \_\_\_ Three most recent Corporate Tax Returns with all schedules
- \_\_\_ Year-to-date Profit and Loss Statement for Corporation/Partnership, if applicable

**Non-Employment Income Sources:**

- \_\_\_ Social Security (retirement/disability/death benefits) (copy of current check or latest award letter or bank direct deposit or official SSI or SSA printout)
- \_\_\_ Unemployment (signed statement from DET indicating amount of benefits and date benefits were received)
- \_\_\_ Child Support (copies of checks or bank direct deposits or current court order or letter from attorney)
- \_\_\_ Transitional Assistance (copy of current statement of benefits signed and dated by local office)
- \_\_\_ Pension/Retirement (copy of current check or bank direct deposit or letter from source showing type, amount, frequency, and effective date of benefits)
- \_\_\_ Worker's Compensation (copy of current check or award letter indicating effective dates of payment)
- \_\_\_ Other (describe) \_\_\_\_\_  
(copy of documentation)

**Other Documentation:**

- \_\_\_ Bank Pre-Qualification Letter if applying for MHP Soft Second or Bank Pre-Approval if applying for any other loan
- \_\_\_ Evidence of a minimum of \$2,500 in savings
- \_\_\_ 3 most recent bank statements

**To be eligible for The Homes at Easthampton Meadow Lottery, all applicants must submit a recent lender Pre-Approval letter to Valley CDC with this application by the lottery application deadline date of September 27<sup>th</sup>, 2011.**

**If you have questions regarding any of the above, please call Michele Morris, Homeownership Director at (413) 586-5855, extension 18 or email at mm@valleycdc.com.**

I/We understand that the information given in this application will be used only to determine eligibility for this program and will otherwise be treated as confidential. I/We state that the information in this application has been given freely and is true, to the best of my/our knowledge. I/We have received and read the Question & Answer (Q&A) Information Sheet and The Homes at Easthampton Meadow Program Description. This form also authorizes Valley CDC to release information regarding this application to the applicant's lender, the City of Easthampton, the Massachusetts Department of Housing and Community Development, Massachusetts Housing Finance Agency, and Beacon Communities LLC, The Homes at Easthampton Meadow's Developer.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Providing false information could be grounds for lottery disqualification.*

**Beacon Communities LLC nor its agent Valley CDC does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, familial status, children, ancestry, marital status, military status, sexual orientation or sexual preference.**

**Handicapped/disabled – Please be advised that applicants for this housing who are disabled or handicapped may be entitled to special considerations in connection with their application for housing as well as being provided access to housing which was adapted to the needs of people with disabilities. If there are special considerations you feel would make it easier for you to live here if approved, we would be glad to discuss the reasonable accommodations procedure.**



For office use only:

Date completed application received \_\_\_\_\_

Initials \_\_\_\_\_