

2301 Romig Road Akron, OH 44320 330-745-7734 www.hfhsummitcounty.org

Application



We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status or national origin.

Habitat Homeownership Program

Dear Applicant: Please complete this application for the Habitat for Humanity homeownership program truthfully, completely and accurately. All information you include on this application will be maintained in accordance with our privacy policy. Effective December 13, 2018, Habitat requires a \$10 (non-refundable) application fee to cover part of the cost of the credit report for the application for homeownership. Please submit cash, money order, or a bank check of \$10 payable to "Habitat for Humanity of Summit County" when you turn in your application for homeownership. We do not accept personal checks or credit cards.

Type of credit

□ I am applying for **individual credit.**

□ I am applying for joint credit. Total number of borrowers: _

□ Each borrower intends to apply for joint credit. Your initials: _

1A. APPLICA	NT INFORMATION
Applicant	Co-applicant
Applicant's name:	Co-applicant's name:
Alternative and former names:	Alternative and former names:
Social Security number	Social Security number
Home phone ()	Home phone ()
Cell phone ()	
Work phone ()	
Age Date of birth (mm/dd/yyyy)	_ Age Date of birth (mm/dd/yyyy)
□ Married □ Separated □ Unmarried (single, divorced, widowed, civil union domestic partnership, registered reciprocal beneficiary relationship) (Fill out Section 14.)	n, Married Separated Unmarried (single, divorced, widowed, civil union, domestic partnership, registered reciprocal beneficiary relationship) (Fill out Section 14.)
Dependents and others who will live with you:	Dependents and others who will live with you (not listed by co-applicant):
Name Age Male Femal	j
Present address (street, city, state, ZIP code): Own Rent	Present address (street, city, state, ZIP code): Own Rent
Number of years:	Number of years:
If you have lived at your present address for less than two years	s, complete the following, for all addresses during the past two years:
Previous address(es) (street, city, state, ZIP code): Own Rent	Previous address(es) (street, city, state, ZIP code): Own Rent
Number of years:	Number of years:
FOR OFFICE USE ONLY —	DO NOT WRITE IN THIS SPACE
Date received: App #	Date of selection committee approval:
Date of notice of incomplete application letter:	_ Date of board approval:
Date of adverse action letter:	_ Date of partnership agreement:
Application Fee: Cash Money	/ Order 🛛 🗋 Bank Check

1B. MILITARY SERVICE							
Did you (or your deceased spouse) serve, or are you currently serving, in the United States Armed Forces?							
(Army, Marine Corps, Navy, Air Force, Space Force, Coast Guard, Reserve or National Guard) 🗌 Yes 🔲 No							
If yes, check all that apply:							
Currently serving on active duty with projected expiration date of service/tour/ (mm/dd/yyyy)							
Currently retired, discharged, or separated from service							
Only period of service was as a non-activated member of the Reserve or National Guard							
Surviving spouse							
Is anyone else in your household serving, or did they serve, in the United States Armed Forces? \Box Yes \Box No							
If yes, check all that apply:							
Currently serving on active duty with projected expiration date of service/tour/ (mm/dd/yyyy)							
Currently retired, discharged, or separated from service							
Only period of service was as a non-activated member of the Reserve or National Guard							

2. WILLINGNESS TO PARTNER

To be considered for the Habitat homeownership program, you and your	I AM WILLING TO
household members must be willing to complete a certain number of "sweat-	SWEAT-EQUITY H
equity" hours, which may include hours spent helping to build your home and	
the homes of others, attending homeownership classes, and/or other	Applicant
approved activities.	Co-applicant

	I AM WILLING TO CO		E REQUIRED
ıt-	SWEAT-EQUITY HOU	JRS:	
nd		Yes	No
	Applicant		
	Co-applicant		

3. PRESENT HOUSING CONDITIONS						
Currently, are you: Currently, are you: Renting Rent-fr Number of bedrooms (please circle): 1	ee □Own 2 3 4	5				
Other rooms in the place where you are currently Other (please describe):	-	☐ Bathroom	Living room	Diningroom		
In the space below, describe the condition of the	nouse or apartment where	you live. Why do you	need a Habitat hom	ne?		
Name, address and phone number of current lan	dlord:					

4. PROPERTY INFORMATION						
I do not own any real estate (move to Section 5).						
If you own your residence, what is your monthly mortgage payment (including taxes, insurance, etc.)?	Do you own land other than your residence?					
\$/month Unpaid balance \$						
	•					

5. EMPLOYME	IATION (PLEAS	SE PROVIDE COPIES OF YOUR	TWO MOST RE	CENT PAY STUBS)		
Applicant			Co-Applicant			
□ Does not apply.			Does not app	ıly.		
Name and address of CURRENT emp	loyer:	Years on This Job	Name and address of CURRENT e	Name and address of CURRENT employer: Years on Th		
Business Phone:		Position	Business Phone:		Position	
Hourly Wage: \$	Hours worke	ed per week:	Hourly Wage: \$ Hour		ours worked per week:	
lf	working at o	current job less than one y	ear, complete the following inform	nation.		
Name and address of last employer: Years on this job:		Years on this job:	Name and address of last employer:		Years on this job:	
Business Phone:		Position	Business Phone:		Postition	
Hourly Wage: \$ Hours worked per week: Hourly Wage: \$			Hours worked p	er week:		
 Check if you are the business owner or are self-employed. □ I have an ownership share of less than 25%. □ I have an ownership share of 25% or more. Monthly income (or loss) \$ 				applicants wil additional doo	TE: Self-employed I be required to provide cuments such as tax nancial statements.	

		6. MONTHLY INCOME		
Income Source	Applicant	Co-Applicant	Others in Household	Total
Salary/wages (gross)	\$	\$	\$	\$
TANF	\$	\$	\$	\$
Alimony	\$	\$	\$	\$
Child support	\$	\$	\$	\$
Social Security	\$	\$	\$	\$
SSI	\$	\$	\$	\$
Disability	\$	\$	\$	\$
Housing voucher (e.g., Section 8)	\$	\$	\$	\$
Unemployment benefits	\$	\$	\$	\$
VA compensation	\$	\$	\$	\$
Retirement (e.g., pension)	\$	\$	\$	\$
Military entitlements	\$	\$	\$	\$
Other:	\$	\$	\$	\$
Total	\$	\$	\$	\$

HOUSEHOLD MEMBERS WHOSE INCOME IS NOT LISTED ABOVE							
Name	ne Income Source Monthly Income Date of Birt						

7. SOURCE OF DOWN PAYMENT AND CLOSING COSTS

Where will you get the money to make the down payment or pay for closing costs (for example, savings or gifts from family member or others; any grants for which you have or intend to apply)? If you borrow the money, whom will you borrow it from, and how will you pay it back?

8. ASSETS ZIP Type of asset and name Address City, state Account number Current balance/ of bank, savings and loan, value/vested credit union, retirement account, etc. (Do not amount (if include land here.) applicable) \$ \$ \$ \$ \$ \$ \$

9. LIABILITIES AND EXPENSES							
TO WHOM DO YOU OWE MONEY?	Applicant				Co-applicant		
Account	Monthly payment	Unpaid balance	Months left to pay	Monthly payment	Unpaid balance	Months left to pay	
Auto loan	\$	\$		\$	\$		
Installment (e.g., boat, personal loan)	\$	\$		\$	\$		
Lease (e.g., furniture, appliances — includes rent-to-own)	\$	\$		\$	\$		
Alimony/separate maintenance	\$	\$		\$	\$		
Child support	\$	\$		\$	\$		
Revolving (e.g., credit cards)	\$	\$		\$	\$		
Student loan debt	\$	\$		\$	\$		
Open 30 days (balance paid monthly, e.g., travel card)	\$	\$		\$	\$		
Medical debt	\$	\$		\$	\$		
Other	\$	\$		\$	\$		
Other	\$	\$		\$	\$		
Total	\$	\$		\$	\$		

MONTHLY EXPENSES						
Account	Applicant	Co-applicant	Total			
Rent	\$	\$	\$			
Utilities (electricity, water, gas)	\$	\$	\$			
Insurance (rental, car, health, etc.)	\$	\$	\$			
Child care	\$	\$	\$			
Internet service	\$	\$	\$			
Cell phone	\$	\$	\$			

Land line	\$ \$	\$
Business expenses (if self employed)	\$ \$	\$
Union dues	\$ \$	\$
Transportation expense (gas, bus pass, vehicle upkeep, etc.)	\$ \$	\$
Food and essential supplies	\$ \$	\$
Entertainment	\$ \$	\$
Other	\$ \$	\$
Other	\$ \$	\$
Total	\$ \$	\$

10. DECLARATIONS						
Please check the box beside the word that best answers the following questions for you and the co-applicant.		Co-applicant				
a. Are there any outstanding judgments because of a court decision against you?	□ Yes □ No	🗆 Yes 🛛 No				
b. Have you declared bankruptcy within the past seven years? If YES, identify the type(s) of bankruptcy: Chapter 7 Chapter 11 Chapter 12 Chapter 13	🗆 Yes 🛛 No	🗆 Yes 🗌 No				
c. Have you had any property foreclosed upon in the past seven years?	□ Yes □ No	🗆 Yes 🗆 No				
d. Are you party to a lawsuit in which you potentially have any personal financial liability?	🗆 Yes 🗆 No	🗆 Yes 🛛 No				
e. Have you conveyed title to any property in lieu of foreclosure or completed a pre-foreclosure sale or short sale (where the lender agreed to accept less than the outstanding mortgage balance due) within the past seven years?	🗆 Yes 🗆 No	🗆 Yes 🗌 No				
f. Are you currently delinquent or in default on any federal debt or any other loan, mortgage financial obligation or loan guarantee?	□ Yes □ No	🗆 Yes 🗆 No				
g. Are you a co-signer or guarantor on any debt of loan that is not disclosed on this application? (provide copy)	□ Yes □ No	🗆 Yes 🗆 No				
h. Are you a U.S. citizen or permanent resident?	□ Yes □ No	🗆 Yes 🗆 No				
Note: If you answered "yes" to any question a through g, or "no" to Question h, please explain on a separate piece of paper.						

11. AUTHORIZATION, AGREEMENT AND RELEASE

I understand that by filing this application, I am authorizing Habitat for Humanity to evaluate my actual need for the Habitat homeownership program, my ability to repay an affordable loan and other expenses of homeownership, and my willingness to be a partner through sweat equity and otherwise according to Habitat for Humanity policy.

I understand that the evaluation will include personal visits, a credit check and employment verification (if applicable). I have answered all the questions on this application truthfully and accurately, and if any of the information provided changes after I submit this application, I will supplement this application, as applicable. I understand that if I have not answered the questions truthfully, accurately or completely, or fail to supplement this application as necessary to maintain its accuracy and completeness, my application may be denied, and that even if I have already been selected to receive a Habitat home, I may be disqualified from the program and forfeit any rights or claims to a Habitat home. The original or a copy of this application will be retained by Habitat for Humanity even if the application is not approved.

If this application is created as (or converted into) an "electronic application," I consent to the use of "electronic records" and "electronic signatures" as the terms are defined in and governed by applicable federal and/or state electronic transaction laws. I intend to sign and have signed this application either using my: (a) electronic signature or (b) a written signature and agree that if a paper version of this application is converted into an electronic application, the application will be an electronic record, and the representation of my written signature on this application will be my binding electronic signature.

I also understand that Habitat for Humanity screens all applicants on the sex offender registry. By completing this application, I am submitting myself to such an inquiry. I further understand that by completing this application, I am submitting myself to a criminal background check.

Applicant signature	Date	Co-applicant signature	Date
X		X	

PLEASE NOTE: If more space is needed to complete any part of this application, please use a separate sheet of paper and attach it to this application. Please mark your additional comments with "A" for applicant or "C" for co-applicant.

12. RIGHT TO RECEIVE COPY OF APPRAISAL

This is to notify you that if you qualify for the homeownership program and complete the program requirements, we order an appraisal to determine the value of a home that you may be eligible to purchase. Upon completion of the home, we will promptly provide a copy to you of the appraisal.

13. DEMOGRAPHIC INFORMATION

PLEASE READ THIS STATEMENT BEFORE COMPLETING THE BOX BELOW:

The purpose of collecting this information is to help ensure that all applicants are being treated fairly, that the housing needs of communities and neighborhoods are being fulfilled, and to otherwise evaluate our programs and report to our funders. For residential mortgage lending, Federal law requires that we ask applicants for their demographic information (ethnicity, sex and race) in order to monitor our compliance with equal credit opportunity, fair housing and home mortgage disclosure laws. You are not required to provide this information but are encouraged to do so. You may select one or more designations for "Ethnicity" and one or more designations for "Race." The law provides that we may not discriminate on the basis of this information or on whether you choose to provide it. However, if you choose not to provide the information and you have made this application in person, federal regulations require us to note your ethnicity, sex and race on the basis of visual observation or surname. The law also provides that we may not discriminate on the basis of age or marital status information you provide in this application. If you do not wish to provide some or all of this information, please check below.

Applicant	Co-applicant		
Ethnicity (check one or more): Hispanic or Latino Mexican Puerto Rican Cuban Other Hispanic or Latino – Origin: For example: Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on. Not Hispanic or Latino I do not wish to provide this information	Ethnicity (check one or more): Hispanic or Latino Mexican Puerto Rican Other Hispanic or Latino – Origin: For example: Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on. Not Hispanic or Latino I do not wish to provide this information		
Sex:	Sex:		
Race (check one or more):	Race (check one or more):		
American Indian or Alaska Native — Name of enrolled or principal tribe:	American Indian or Alaska Native — Name of enrolled or principal tribe:		
 □ Asian □ Asian Indian □ Chinese □ Filipino □ Japanese □ Korean □ Vietnamese □ Other Asian — race: For example: Hmong, Laotian, Thai, Pakistani, Cambodian, and so on. 	 Asian Asian Indian Chinese Filipino Japanese Korean Vietnamese Other Asian — race: For example: Hmong, Laotian, Thai, Pakistani, Cambodian, and so on. 		
□ Black or African American	□ Black or African American		
 Native Hawaiian or Other Pacific Islander Native Hawaiian Guamanian or Chamorro Samoan Other Pacific Islander — race: For example: Fijian, Tongan, and so on. 	 Native Hawaiian or Other Pacific Islander Native Hawaiian Guamanian or Chamorro Samoan Other Pacific Islander — race: For example: Fijian, Tongan, and so on. 		
 White I do not wish to provide this information 	 White I do not wish to provide this information 		
	1		

To be completed only by the person conducting the interview					
Was the ethnicity of the Borrower collected on the Borrower collected on the b Was the sex of the Borrower collected on the b Was the race of the Borrower collected on the b	asis of visual observation or surname?	□ Yes □ Yes □ Yes	□ No □ No □ No		
This application was taken by: Interviewer's name (print or type) □ Face-to-face interview (included electronic				Interviewer's phone number	
media w/video component)	Interviewer's signature			Date	

14. UNMARRIED ADDENDUM

FOR BORROWER SELECTING THE UNMARRIED STATUS

Lender instructions for using the Unmarried Addendum: The lender may use the Unmarried Addendum only when a borrower selected "Unmarried" in Section 1 and the information collected is necessary to determine how state property laws directly or indirectly affecting creditworthiness apply, including ensuring clear title. For example, the lender may use the Unmarried Addendum when the borrower resides in a state that recognizes civil unions, domestic partnerships or registered reciprocal beneficiary relationships or when the property is located in such a state. "State" means any state, the District of Columbia, the Commonwealth of Puerto Rico, or any territory or possession of the United States.

If you selected "Unmarried" in Section 1:

Is there a person who is not your legal spouse but who currently has real property rights similar to those of a legal spouse? 🗌 No 🗌 Yes

If YES, indicate the type of relationship and the state in which the relationship was formed. For example, indicate if you are in a civil union, domestic partnership, registered reciprocal beneficiary relationship, or other relationship recognized by the state in which you currently reside or where the property is located.

□ Civil union □ Domestic partnership □ Registered reciprocal beneficiary relationship □ Other (explain):

State:



of Summit County

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Income Guidelines (HUD) – 2025 - Based on the Summit County Area Median Income (AMI) of \$95,800:

 People in Household
 1 Person
 2 Person
 3 Person
 4 Person
 5 Person
 6 Person
 7 Person
 8 Person

 30% Income limits (minimum per year)
 \$21,100
 \$24,100
 \$27,100
 \$32,150
 \$37,650
 \$43,150
 \$48,650
 \$54,150

 80% income limits (maximum per year)
 \$56,200
 \$64,200
 \$72,250
 \$80,250
 \$86,700
 \$93,100
 \$99,550
 \$105,950

Qualifications for Potential Applicants

- 1) The need for adequate shelter.
- 2) The willingness to partner with Habitat to complete 250 sweat equity hours for new construction and a minimum of 5 hours for home repair through volunteering: building your home and the homes of others, as well as attending educational classes for home ownership (applies to each adult in the household).
- 3) Sustainable projected income that can be reasonably guaranteed for 3 years or more.
- 4) Debt-to-income ratio of 39% or less (please provide your two most recent pay stubs with your application).
- 5) Decent responsible credit, including:
 - a) Bankruptcy fully discharged for one year
 - b) No liens or civil suits pending
- 6) Ability to pay the monthly mortgage, which averages between \$450 and \$700 monthly (including property taxes and home owners insurance).
- 7) Not registered on any sexual offender database and no drug violations within the last two years.

The entire process for a Habitat home, should an applicant be approved (by the Family Selection committee), could take anywhere from 12 – 24 months to complete. We do not provide emergency housing.

Rev. 4/1/2025