

HABITAT FOR HUMANITY OF EASTERN CONNECTICUT'S HOMEOWNERSHIP PROGRAM APPLICATION PACKET

Please note, this is a sample only. The actual checklist will be available with the application during the open application round. Applications are not available outside of application rounds.

Application checklist, check off each box once complete:

- A copy of any ONE of the following must be included for each household member as evidence of citizenship or permanent resident status.
 - Certified birth certificate
 - Unexpired US Passport
 - Department of State Form FS 240, FS 545, or FS 1350
 - Certificate of US Citizenship form N-560 or form N-561
 - Alien Registration Receipt Card (aka Permanent Resident Card)
 - Foreign passport with temporary I-551 stamp with unexpired date on it
 - INS form I-94 indicating INS has approved it as temporary evidence of lawful admission for permanent residence
- FOUR most recent pay stubs from each employer, for each household member over the age of 18 who is working.
- Documentation of non-employment income you wish to include (SSI, child support, pension payments, unemployment, medical disability, Medicaid, etc.)
 - *You are not required to include this information, but if you would like this income to be included in your applicant household income calculation, you must include documentation.*
- Complete copies (all pages) of your two most recent Federal Income Tax Returns.
 - Include entire tax returns for all applicants.
- For self-employed individuals, provide copies of three most recent tax returns and follow the instructions on the Self-Employment Verification page of this application.
- TWO most recent bank statements for each bank account.
- TWO most recent credit statements for each credit account (credit cards, store credit, personal lines of credit, etc.)
- TWO most recent utility bills for each utility (electric, heat, cable, cell phone, internet, etc.)
- Copy of the lease for your current home.
- Rent receipts for the past 3 months.
- Any loan contracts (car loans, student loans, personal loans, etc.), plus proof of payment for the last two months, or proof of deferment.
- Documentation of any debt (i.e., medical, debt in collections, etc.)
- Evidence of auto insurance and proof of payment for last two payments due.
- Documentation for court-ordered child support, when applicable.
- Documentation of payments *received* or *made* for childcare for the past two months, when applicable.

Contact us with any questions: 860-442-7890, ext. 201, mission@habitact.org