

Household Income:

Provide income verification to the City of Proctor in the form of current paystubs. If you are self-employed, have variable income, or other oncome, provide copies of at least the prior two years federal returns or other verification as requested by the City of Proctor.

Household income is one of the factors for determining eligibility for this loan. List all income, projected for the next 12 months, for all household residents who have an ownership interest in the property to be improved.

Name of Owner	Source	Annual Income
_____	_____	\$ _____
Borrower		
_____	_____	\$ _____
Borrower		
_____	_____	\$ _____
Borrower's Spouse		
_____	_____	\$ _____
Borrower's Spouse		
_____	_____	\$ _____
Other Owner(s) who are residents		
_____	_____	\$ _____
Other Owner(s) who are residents		

Total Annual Household Income \$ _____

Credit/Debit Information:

Debts: For all Borrowers and Co-borrowers, list all current fixed obligations (mortgage or contract for deed), alimony, child support, separate maintenance, installment accounts, revolving charge accounts, loans and debts to banks, finance companies and government agencies (attach additional sheet if necessary).

Creditor Names	Balance	Monthly Payment
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
If taxes and insurance are not included in payment, indicate monthly amount.		\$ _____
TOTAL MONTHLY PAYMENT		\$ _____

Also, do you currently have any outstanding Minnesota Housing indebtedness such as Fix Up Loan, Community Fix Up Loan, Home Energy or Revolving loans? _____yes _____no.

If yes, total amount outstanding \$ _____

Assets:

List the cash value held by all household residents. If money is owed on any item, the value listed should equal the market value of the item minus the amount that is owed.

Total cash on hand, in checking and savings accounts: \$_____

Bank Name #1 _____ ___ checking ___ savings

Bank Name #2 _____ ___ checking ___ savings

Bank Name #3 _____ ___ checking ___ savings

Bank Name #4 _____ ___ checking ___ savings

Cash value of life insurance policies \$_____

Securities or US Savings Bonds \$_____

Market Value of all interest in real estate, exclusive of the structure to be improved and a parcel of real property of not more than two contiguous platted lots or 160 contiguous acres on which such structure is located. \$_____

Recreational vehicles such as golf carts, snowmobiles, boats, or motorcycles \$_____

All other property, excluding household furnishings, clothing, one automobile, and real estate, equipment, supplies, and inventory used in a business. \$_____

All land in which any resident of the household holds title and is selling on a contract-for-deed. Value in this case is defined as the outstanding principal balance expected to exist on the contract one year from the date of application. \$_____

Total cash value or retirement, 401(k), Keogh, and pension fund accounts \$_____

Institution Name #1 _____

Institution Name #2 _____

Institution Name #3 _____

Life estate value on property other than the subject property \$_____

Other (e.g. additional land holding, etc.) \$_____

Total Assets: \$_____

Is your property being purchased on a Contract for Deed or mortgage from a private individual? ___yes___no

Does the Contract for Deed or mortgage have a balloon payment? ___yes___no

If yes, date of Balloon payment_____ Amount of Balloon Payment \$_____

Is your ownership of the property subject to a reverse mortgage? ___yes___no (If yes, loan is ineligible)

The following questions apply to all Borrowers and Co-Borrowers. If any are answered "yes", please provide a separate written explanation.

	<u>Borrower</u>	<u>Co-Borrower</u>
Are there any outstanding judgments or liens against any of you?	___yes___no	___yes___no
Have any of you been declared bankrupt within the last 36 months?	___yes___no	___yes___no
Have any of you had any property foreclosed upon or given title or Deed in lieu thereof?	___yes___no	___yes___no

Property Information:

- Your property must be owner occupied and a year-round permanent residence
- Your dwelling unit must be permanently attached by way of a foundation to land that you own, and be taxed as real estate.

Address	Address 2
---------	-----------

City	County	State	Zip Code
------	--------	-------	----------

Prior Address (If at present address less than 2 years)	City	State	Zip Code
--	------	-------	----------

Building Type

_____ Single Family	_____ Duplex
_____ Townhome	_____ Condo
_____ Twinhome	_____ Manufactured Home Real Property

Year Built _____ Purchase Price \$ _____ Date of Purchase _____

\$ _____ Property Value (Estimated Market Value from Property Tax Statement); OR

\$ _____ Amount (Alternate value information used by Lending Partner

_____ Valuation Source

Improvements:

List each proposed improvements. On a separate sheet of paper, for each item listed, please describe the improvement, if it is materials only or homeowner labor, contractor name and address, and verification of improvement cost.

Improvement:	Cost:
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____
6. _____	\$ _____
7. _____	\$ _____
8. _____	\$ _____
9. _____	\$ _____
10. _____	\$ _____
A. Total Cost of Improvements	\$ _____

Funding Information:

Other Funding Sources: (Other Loans, Grants, Local Government Incentives)

• _____	\$ _____
• _____	\$ _____
• _____	\$ _____
• _____	\$ _____
• Borrower(s) Cash Investment	\$ _____

B. Total Other Funding Sources \$ _____

C. Loan Amount Requested \$ _____
(A minus B)

Disclosures:

- City of Proctor or an authorized representative shall have the right to inspect the property to be improved at any time from the date of the Note, upon giving due notice to the occupants.
- The information requested in this credit application is legally required to determine if you qualify for participation in this Redevelopment Loan. A portion of the data requested is classified as private data on individuals under Minnesota Statutes Section 462A.065. Use of this data is limited to that necessary for the administration and management of this program by City of Proctor.
- The disclosure of your Social Security Number or Tax Identification Number is required for participation in this program, by virtue of the Minnesota Revenue Recapture Act of 1980 (Sections 270A.01 to 270A.12 of Minnesota Statutes) as well as Section 6050H of the Internal Revenue Code of 1986. Supplying these numbers could result in the application of your taxpayer refunds to the payment of any delinquent indebtedness you may owe to City of Proctor under this or any other Minnesota Housing programs. These numbers may be made available to state or federal tax authorities, and state personnel involved in the collection of state obligations.
- Under Minnesota law a person who obtains funds through false representation is guilty of theft and may be prosecuted and sentenced accordingly.
- If the property ceases to be your principal residence or is sold, title is transferred or conveyed, or the maturity date of the Note has been reached, then the full amount of the loan is due and payable upon closing.

Certification:

- I/We understand that numerous local participating lenders offers these loans and the I/We may select the lender of my/our choice.
- I/We understand that I/We may select the contractor of my/our choice.
- I/We understand that City of Proctor is not, and will not be responsible for any work performed by any contractor, any contractor's failure to perform any work, the quality of any work performed, or the general competency of any contractor.
- I/We certify that work will comply with all applicable building or housing code regulations and ordinances, and all necessary permits and licenses shall be obtained.
- I/We certify that the loan funds will be used only for the eligible improvements listed in this Credit Application and that the improvements will be completed within 12 months from the date of the Note. I/We understand if the loan funds are used for any other purpose, The City of Proctor may pursue all legal remedies available, including civil actions and criminal prosecution.
- I/We certify that the statements contained in this application are true, accurate and complete to the best of my/our knowledge and belief.
- I/We understand that this loan may be selected by the City of Proctor for a quality control review. This review is designed to produce and maintain quality service for borrowers, and to confirm compliance with agency and investor guidelines. The quality control review may involve verification of the credit information (including employment history, income, bank accounts, and credit references) as well as the property valuation. I/We agree to cooperate to the extent necessary to accomplish this review.

Each of the undersigned hereby acknowledge that any owner of this loan, its services, successors and assigns, may verify or recertify any information contained in this application or obtain any information or data relating to the loan, for any legitimate business purpose through any source, including a source named in this application or a consumer reporting agency.

Borrower Signatures: All owners who reside in the property and whose income and credit history are relied upon for loan repayment must sign this application

Borrower Signature

Date of Application

Co-Borrower Signature

Date of Application

Co-Borrower Signature

Date of Application

Homeowner Labor Agreement

Instructions: Must be complete on all loans for which the borrower is responsible for the completion of the work, with no associated labor costs.

Borrower Last Name Borrower First Name MI

Property Address City State Zip Code

*Attach material estimate(s) from retailer(s) that itemize costs. Only permanent improvements to the home are eligible; tools, etc. are not eligible uses of loan proceeds.

In consideration of using the Redevelopment Loan proceeds for the cost of materials necessary to perform the approved improvements list on the credit application, the undersigned makes the following covenants and warranties to the City of Proctor.

- a. I/we have the ability and skills to perform the work specified above.
- b. I/we will secure all necessary permits and comply with applicable building codes, regulations, and ordinances.
- c. I/we will bear the responsibility for making all arrangements to obtain necessary material and supplies.
- d. I/we will complete all work by the completion date(s) set forth in the Work Schedule of the agreement.
- e. I/we have agreed to supply my/our services without compensation to accomplish the improvements without duress or influence from the City of Proctor that such services were required as a precondition to a Redevelopment Loan
- f. I/we shall defend, indemnify, and hold harmless the officers, members, and employees of the City of Proctor from any and all damages and claims for damages resulting from personal injury and property damage, or from defects in workmanship or materials, including consequential damages, arising or in any way resulting from my/our performance under this Agreement.

Signature
(Person performing work)

Date

Signature
(Borrower, if different from
person performing work)

Date

Print Name

Print Name