LIVERMORE CALIFORNIA

Affordable Homeownership Program
Mortgage Assistance Program
APPLICATION

Please Print

Applicant Name _____	Co-Applicant Name _____
Present Address _____	Present Address_____
City _____ State _____ Zip Code _____	City _____ State _____ Zip Code _____
Contact phone (____)_____	Contact phone (____)_____
Email _____	Email _____
Employer _____ Work Phone (____)_____	Employer _____ Work Phone (____)_____
Employer Address _____	Employer Address _____
City _____ State _____ Zip Code _____	City _____ State _____ Zip Code _____
Position/Title/Type of Business _____	Position/Title/Type of Business _____
Number of adults (18 yrs. and older) in household _____ **Number of children (0-17 yrs.) in the household** _____ **Number of Applicants (62 yrs. and older)** _____	**Member(s) of my/our Household include: (check all that apply)** ☐ **Veteran** ☐ **Disabled** (defined in Program Guidelines) ☐ **Tenant of Rent Restricted unit (**defined in Program Guidelines) ☐ **Holder of a Homeownership Voucher**

To be completed by *all* applicants. Use additional page(s) if needed. Please attach the required documentation

Gross Income	Borrower	Co-Borrower	Unsecured monthly debt	Amount	Source
Base Employment Income* ☐ Annual ☐ Monthly ☐ Weekly ☐ Bi-weekly ☐ Bi-monthly	$	$	Example: car loan, credit card, and/or loan payments Monthly payment	$	
Overtime	$	$	Monthly payment	$	
Other – Please describe (before completing see the notice below) **	$	$	Monthly payment	$	
			☐ I/we **do not** have any monthly debt		
			Down Payment /Closing Costs	**Amount**	**Source**
* Self Employed Borrowers(s) may be required to provide additional documentation such as tax returns and financial statements ** Notice: Alimony, child support, or separate maintenance income need not be revealed if the Borrower or Co-Borrower does not choose to have it considered for repaying this loan.			Amount available for Down Payment (buyers own funds)	$	
			Additional amount available for down payment (may be gifted)	$	
			Funds available for closing costs (may be gifted)	$	

For a complete application you MUST ATTACH the REQUIRED DOCUMENTATION

Y / N	**I / We have attached copies of my/our 2 most recent paystubs. (Borrower and Co-Borrower(s))**
Y / N	**I / We have attached copies of my/our 3 most recent federal income tax returns. (Borrower and Co-Borrower(s))**
Y / N	**I / We have attached copies of my/our 3 most recent financial statement(s) showing the funds available for down payment.**
Y / N	**I / We have attached a Gift Letter (include amount, name, address, relationship & signature of the person 'Gifting' the funds)**
Y / N	**I / We have attached Certificate of Completion for an 8-hour First Time Home Buyers Education Class**
Y / N	**I / We have attached and signed Page 2 of this application – (Disclosure Notice & Buyer's Certification)**

Authorization and Agreement: I / We have applied for a Real Estate Loan with the City of Livermore. You are authorized to release any information required by the City to complete the processing of the loan request regarding employment, account balances, and/or credit. A photocopy of this consent is considered as valid as the original. I / We have read and understand the Housing Program Guidelines and Application. I / We declare that the information provided in this application is true and correct to the best of my/our knowledge. I / We authorize the City of Livermore or its representatives to verify the information provided to determine my/our eligibility for this program. I / We also understand that if any of the information on this form changes during the review process, it could affect my/our eligibility to participate in this program. I / We understand that if I/we am/are selected to purchase a home through the Mortgage Assistance Program(s) that I / we will occupy this home as my/our primary residence.

_____ _____

Primary Applicant's Signature Date Co-applicant's Signature Date

LIVERMORE
CALIFORNIA

DISCLOSURE NOTICE - APPLICATION PROCESS

You are applying for financial assistance to purchase a home through the City of Livermore Mortgage Assistance Program. This Disclosure Notice explains how the application process works. It is your responsibility to submit a complete application. Your application will be reviewed for completeness and eligibility based on the information you submit. The application must be complete when you submit it. Incomplete applications will not be accepted. Applicants will be reviewed in the order they are received.

You must submit a complete application to the City at least four weeks prior to your scheduled close of escrow. Upon approval of the application by the City's Housing Division, you will receive a "Letter of Program Eligibility". This letter will indicate the maximum amount of loan funds you are eligible for. This letter determines program eligibility only and is not a guarantee that funds will be available to the borrower when requested.

Being allowed to submit an application and apply for financial assistance from the City of Livermore is not a guarantee that you will be able to buy a home. You must still qualify for a first mortgage loan and make an accepted offer to purchase a home in the City of Livermore. Your ability to do so will depend on the amount of money you have for a down payment, the income you have available for mortgage payments, your outstanding debt, and your credit history.

Funds shall be provided on a first come first served basis upon completion of the following: acknowledgement from the applicant or applicant's agent that an offer to purchase an eligible home has been accepted and evidence of approval of the first mortgage.

Please note there are fees associated with this loan. A loan set-up fee, a tax service fee plus a monthly loan servicing fee may apply.

By signing this Disclosure Statement, I/we acknowledge that I/we have read and understand the City of Livermore Mortgage Assistance Program Guidelines, and that I/we have had any questions about the application process answered to my/our satisfaction.

_____ _____

Signature Signature

BUYER CERTIFICATION

1. I/We the undersigned hereby certify that I/we am/are applying to receive secondary mortgage financing to purchase a home through the City of Livermore Mortgage Assistance Program, as my/our principal residence.

2. I/ We acknowledge and understand that my/our Application will be relied upon for purposes of determining my/our eligibility for this loan. I/We acknowledge that a material misstatement fraudulently or negligently made in my/our Application or in any other statement made by me/us in connection with the Application may result in the denial of my/our Application, or, if the sale has been closed prior to discovery of the false statement, all principal and interest of the mortgage assistance held by the City will become immediately due and payable.

_____ _____

Signature Date Signature Date