



R3 Home Improvement Assistance Application

Date: _____

*Applicant (s) Name: _____

Email: _____

Cell/Phone#: _____

Current Address: _____

Annual Household Income: \$ _____

(Includes all persons in your household.)

Are you a 1st Time Homebuyer? Y N

(includes homebuyers who haven't owned a home in the past 3 years)

Job Title: _____

Do You have a real estate contract in the City of Riverdale? Y N

Purchase Price: \$ _____

Purchase Property Address: _____

Proposed Improvements: _____

*Applicant name should be the name of the person on the Deed.

We consider all applicants without regard to race, color, religion, sex, national origin, citizenship, age mental or physical disabilities, veteran/reserve/national guard or any other similarly protected status. We also comply with all applicable laws governing employment practices and do not discriminate on the basis of any unlawful criteria.

Staff Only

Pre-App # _____

Eligible Payout Date: _____

Received: _____

Ineligible

Signed

Date

Notes: _____



R3 Home Improvement Assistance Application

Pre-App #: _____

Applicant(s) Name: _____

Address of Property Under Contract: _____

Sales Price: \$ _____

Declarations	Yes	No	Initials
I/ We are first time home buyers	<input type="checkbox"/>	<input type="checkbox"/>	_____
I/ We have completed an 8-hr pre-purchasing mortgage Class. I have attached the certificate.	<input type="checkbox"/>	<input type="checkbox"/>	_____
I/We have a total annual household equal to or less than The HUD designated maximum.	<input type="checkbox"/>	<input type="checkbox"/>	_____

List names of household member along with corresponding relationship and age:

Name	Relationship	Age

Number of All persons living in your household _____

Number of persons 18 or older with income/wages _____

Total yearly household income (before taxes) all persons 18 or older _\$ _____

I/We have a loan commitment letter from the lender Y N

I/We have an executed real estate sales contract to purchase a house in the City of Riverdale

Name of Mortgage Lender: _____ Phone # _____

Name of Contractor: _____ Email/#: _____

GA license # _____ Phone #: _____

I understand that in order to obtain this funding I must purchase and reside in a home in the City of Riverdale and commit to 5 years of service to the city. In addition, I must comply with all the requirements of the program. If I leave the city prior to my employment contract timeframe, I will pay back the funds immediately. Payments will be due monthly, 30 days after my departure from the city and the amount must be paid back in full in accordance with the Default Repayment plan.

Signature: _____

Date: _____

Collect and submit all the following information:

- Your employment contract (signed)
- Contractor Information (name, license(s)/insurance information)
- Scope of services for proposed improvements and cost
- Project completion timeline
- Executed Real-estate Contract
- Proof of Ownership
- Copy of Driver's License
- Current pay subs for the last 2 months
- Income Tax Returns for the last 2 years including W2's
- Social security statements (if applicable)
- Disability benefits (if applicable)
- Pension statements (if applicable)
- Evidence of child support or alimony (if applicable)

*Mail or hand-deliver the application and supporting documents by COB **March 31, 2020** to:*

City of Riverdale

Community Development Department

941 Wilson Rd

Riverdale, GA 30296

Only complete applications (with attached documents as listed) will be processed. If you have any questions, contact the Community Development Department 770.909.5399.