



## Making your dream of homeownership come true Pre-approval package

### Step One

**CONGRATULATIONS** on making the decision and taking the steps necessary to become a homeowner. Thank you for giving us the opportunity to assist you with your plans.

Home buying can seem like an overwhelming process but once you are informed, empowered, assisted and educated the home buying process is quite easy and simple. **Our aim is to help you overcome any obstacles stopping you from owning your home.**

#### **We need you to bring copies of the following information:**

- **\$20.00 money order to cover the cost of your Credit Report from Experian and TransUnion. No cash, checks, or refunds.**
- **Copies of Applicant and Co-applicant's Photo IDs and Proof of US Legal Permanent Residency (Permanent Resident Card, Birth Certificate, Certificate of Naturalization, US Passport)**
- **Copies of your last three current pay stubs or proof of income *for everyone over 18 who is employed, including on call or seasonal/temporary/informal work.* (If self-employed, last 3 bank statements required).**

We are looking forward to your participation in our program.

**Pre-application packets are due within two weeks of distribution.** You can mail, fax or drop off the forms at our office: 2619 Broadway Oakland, CA 94612; Fax: (510) 251-6309. *If you intend to fax your application, please notify us first by calling Chris at (510) 251-6304 extension 367 or Anna at extension 371.*

If you have any questions please feel free to contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read "Anna Bachman".

Anna Bachman  
Homeowner Relations  
510-251-6304 x 371

A handwritten signature in black ink, appearing to read "Chris Laster".

Chris Laster  
Homeowner Relations  
510-251-6304 x 367



**PRELIMINARY INFORMATION QUESTIONNAIRE  
PLEASE COMPLETE IN ENGLISH**

PROJECT INTERESTED IN: Bay Point/Contra Costa [ ]      Oakland [ ]

HOW DID YOU HEAR ABOUT US? [ ] Radio [ ] Television [ ] Newspaper: name \_\_\_\_\_  
[ ] Habitat homeowner: name \_\_\_\_\_ [ ] Other: please explain \_\_\_\_\_

**APPLICANT INFORMATION**

Name: \_\_\_\_\_

Present Address: \_\_\_\_\_

Rent [ ]      Own [ ]      How Long? \_\_\_\_\_      Street      City, State      Zip Code

Birthdate: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

House Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Work Phone #: \_\_\_\_\_

Married [ ]      Single [ ]      Divorced [ ]

**APPLICANT EMPLOYER:** \_\_\_\_\_

Address: \_\_\_\_\_

Years on Job: \_\_\_\_\_      Self-employed: [ ]      Position: \_\_\_\_\_      Street      City, State      Zip Code

**CO-APPLICANT INFORMATION**

Name: \_\_\_\_\_

Present Address: \_\_\_\_\_

Rent [ ]      Own [ ]      How Long? \_\_\_\_\_      Street      City, State      Zip Code

Birthdate: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

House Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Work Phone #: \_\_\_\_\_

Married [ ]      Single [ ]      Divorced [ ]

**CO-APPLICANT EMPLOYER:** \_\_\_\_\_

Address: \_\_\_\_\_

Years on Job: \_\_\_\_\_      Self-employed: [ ]      Position: \_\_\_\_\_      Street      City, State      Zip Code

**OTHER FAMILY INFORMATION**

**\*Please list all other family members that are going to be living in the Habitat home**

NAME	DATE OF BIRTH	AGE	SEX	SOCIAL SECURITY NUMBER	RELATIONSHIP



