

City of College Park New Neighbors Program
Homeownership Assistance Application

I. Applicant Information

I hereby apply for a College Park New Neighbors Program Grant in the amount of \$7,500.

Name: _____

SS#: _____

Phone, fax, email: _____

Present Address: _____

City: _____ State: _____ Zip Code: _____

Name and Address of Employer _____

Names of others to appear on the deed: _____

II. Property Information:

Address of property being purchased : _____

I am purchasing a single-family rental property that was previously rented for a minimum of two years.

Yes

No

Rental Documentation Attached

III. Required Documentation

The following documents are required to be submitted with your grant application:

1. Copy of the mortgage application
2. Copy of the mortgage commitment letter.

3. Document stating the name, address and phone number of the person conducting settlement and the settlement date.
4. A certificate of insurance naming the City of College Park as an additional insured on your homeowner's policy (may be provided at settlement).
5. If applicable, documentation that the property being purchased has been a rental property for at least the previous two years. Acceptable documentation includes copies of city rental licenses, rental receipts, copies of leases, signed affidavits from tenants, adjoining property owners, etc.
6. If applicable, a copy of the Employer Verification Form.

I hereby certify under penalty of perjury that the documents I have provided are true and correct and that the property being purchased will be used as my primary residence. (All persons on deed must sign).

Signature

Date

Signature

Date

Signature

Date

Signature

Date

**City of College Park New Neighbors Program
Employer Verification**

Employee's Name _____

Employer Name _____

Employer Address _____

I hereby verify that the above-named employee meets one of the employer-eligibility requirements for the City of College Park New Neighbors Program listed below. Please check one

- a. Is a full time employee of the City of College Park.
- b. Is a full time, certified police officer of the State of Maryland.
- c. Is a full time, certified police officer of the University of Maryland.
- d. Is a full time, certified police officer of the Washington Metropolitan Area Transit Authority.
- e. Is a full time, certified police officer of Prince George's County.
- f. Is a full time, certified police officer of the Maryland-National Capital Park and Planning Commission.

Authorized Signature of Employer

Title

Date

Telephone # _____

E-mail _____