



Affordable Housing Program

1051 Oak Ridge Turnpike, Room 203
 Post Office Box 5953
 Oak Ridge, TN 37831
 Phone: 865-481-3837
 Fax: 865-481-3822

Application For Service

To apply for home repairs or a new home, you must provide the following information:
If you do not send this information in with your application, It WILL DELAY consideration of your application! There are 3 pages to this application. Please make sure to complete all.

- Completed and signed application
- Copy of the last paid Property tax bill
- Proof of Homeownership/Warranty Deed (for rehab)
- Proof of all household income
- Copy of last 6 months bank statements

If you do not have a bank account, please sign here to verify no bank statements:

- Copy of last 2 years income tax returns

If you do not file income tax returns, please sign here to indicate you do not file tax returns:

ALL INFORMATION MUST BE COMPLETE BEFORE A FILE CAN BE OPENED
AND A PROJECT CONSIDERED.

What type of assistance are you requesting from the ADFAC Affordable Housing Program? Check one.

- Minor Repair
- Home Rehabilitation
- New Home
- Yard Enhancement
- Volunteer Only

Name: ▶			
Address: ▶			
Phone Number: (please list 2) ▶			
How long have you lived at this address: ▶		County You Live In: ▶	

If you are applying for Home rehab – please answer the following as best you can:

What year was your built:	How many bedrooms:	How many bathrooms:



In accordance with Federal law, this institution is prohibited from Discriminating on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write U.S. Department of Housing and Urban Development, Assistant Secretary For Fair Housing and Equal Opportunity, Washington, D.C. 20410 or write the USDA, Office of Civil Rights, 1400 Independence Avenue, S.W. Washington, DC 20250-9410 or call 800.795.3272 (voice) or 202.720.6382 (TTY)

ADFAC is an equal opportunity provider and employer.



Affordable Housing Program

Application Page 2

Do you currently have a lien against your home or property?	Do you rent out any rooms in your home to supplement your income?	Do you own any other property?
---	---	--------------------------------

What repairs are needed in your home? Please list as many as you can in the space provided: _____

If you could receive assistance for only **one thing** in your home, what would be the most important thing to you to get fixed?

Information on the Household

Total number of people in the household? _____. *You must include everyone.*

Please complete the following information for EVERYONE in the household:

NAME (Please list full names and list the head of household first)	BIRTH DATE	RELATION TO HEAD OF HOUSEHOLD	SOCIAL SECURITY NUMBER	MONTHLY INCOME <small>(Please list the amount of income and where it comes from)</small>
1.				
2.				
3.				
4.				
5.				
6.				

To the best of my knowledge, I certify the information contained in this application for assistance from the ADFAC Affordable Housing Program is true and correct. I will comply with all program guidelines if my project is approved.

I also certify I am aware that providing false information on this application may automatically disqualify me for assistance.

Applicant Signature/Date	Co-Applicant Signature/Date
---------------------------------	------------------------------------

Affordable Housing Program cannot respond to any request until a complete application is received.

For rehabilitation, the person applying for assistance must own the home or be purchasing the home and have lived there for at least one year. Part of the project may be granted (FREE) and the other Part may require a low interest loan paid to the agency. ADFAC may place a lien on your property to secure the loan. ADFAC applies for a variety of funding sources, so areas of assistance and types of projects may vary from year to year.



Affordable Housing Program

1051 Oak Ridge Turnpike, Room 203
Post Office Box 5953
Oak Ridge, TN 37831
Phone: 865-481-3837
Fax: 865-481-3822

Borrower Signature Authorization (BSA)

Some projects do not require a loan some projects and specific funding sources do require a loan. Your signature allows ADFAC's Affordable Housing Program Staff to complete a credit check, verification of rent, deposit and employment if needed for your project to be completed.

This notice is required by the Right to Financial Privacy Act of 1978, that ADFAC has a right to assess financial records in consideration or administration of assistance to you. Financial records will be available to ADFAC, but will not be released or disclosed to any other agency without your expressed consent, except as required or permitted by law.

I/We hereby authorize ADFAC Affordable Housing Program to verify my past and present employment earnings, bank account and any other asset account that are needed to process my rehabilitation/mortgage loan application. I hereby further authorize ADFAC to order a consumer credit report and verify other credit information, including past and present rental and mortgage accounts necessary to process my rehabilitation or mortgage application.

Signature/Date:	Signature/Date:
------------------------	------------------------

Photo Release

The ADFAC Affordable Housing Program must report to funding sources and other benefactors on a regular basis on how funds are spent and what projects are complete. Often there are requests for photographs of completed projects for the purpose of program publicity. I/We hereby authorize ADFAC to use my image for the purpose of reporting, publicity, on the ADFAC website, or for the purpose of publicity. I understand this is my expressed CONSENT.

Signature/Date:	Signature/Date:
------------------------	------------------------

Other Information you should know about the Affordable Housing program:

For new home construction, applicants must be willing to complete at least 8 hours of homebuyer education and at least 25 of sweat equity **If you own property and wish to construct on that property, you must be willing to have a lien placed on that property** For rehabilitation, all people living in the home must have access to all parts of the home. ** We do not employ contractors** We do not provide ongoing repair services to homeowners, once you are assisted, you must wait at least three (3) years to apply for additional services from the Housing Program.

The following questions are Optional: *Is the primary applicant:* Male Female

Ethnicity: Asian Hispanic Black or African American
White, not Hispanic American Indian
Native Hawaiian/Pacific Islander Other (specify:_____)

Marital Status: Divorced Married Separated
Single Widow(er)

Send your completed application, along with other required information to the PO Box address listed at the top of page 1 and page 3.



In accordance with Federal law, this institution is prohibited from Discriminating on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write U.S. Department of Housing and Urban Development, Assistant Secretary For Fair Housing and Equal Opportunity, Washington, D.C. 20410 or write the USDA, Office of Civil Rights, 1400 Independence Avenue, S.W. Washington, DC 20250-9410 or call 800.795.3272 (voice) or 202.720.6382 (TTY)

ADFAC is an equal opportunity provider and employer.