## APPLICATION INSTRUCTIONS PLEASE READ CAREFULLY

You must be a current resident in our service area (Buckingham, Charlotte, Cumberland, Nelson, Nottoway, Prince Edward) for at least 12 months.

- 1. If you have any questions or need help with your application, please call our office at 434-394-3001. The application must be filled out completely.
- 2. Be certain to complete sections <u>1-12</u> of this application. Section 13 is optional.
- 3. The application must be signed and dated by the applicant and the co-applicant in sections 11 and 12 **AND** under the Equal Credit Opportunity Act Notice (submit signed copy and keep one for your records).
- 4. See enclosed list for required documents to be included with application.
- 5. Completed applications can be mailed to:P.O. Box 816 Farmville, VA 23901Or dropped off at the office at 1512 S. Main Street, Farmville, VA 23901

## <u>APPLICATIONS WILL BE ACCEPTED</u> <u>September 1st - October 15th, 2025.</u>

Please do not submit before September 1st.







## **DOCUMENT CHECK LIST TO BE INCLUDED WITH APPLICATION**

	Please include the following documents if they apply to you. If there is a co-applicant, they need to provide the same documents.
	I have filled in application completely and signed and dated where needed
	I have included a copy of driver's license or official ID for each applicant
	I have included copies of Social Security cards for all household members
	I have included copies of birth certificates for all household members or lawful permanent residency card for applicants
	I have included copy of pay stubs for two most recent months
	I have included a copy of benefit statements for TANF, SNAP, SSI, Social Security, Fuel Assistance, Disability, Alimony, Child Support (proof of 12 months of payments) or other.
	I have included copy of most recent power bill
	I have included copy of any debt payment (car, credit card, furniture, etc.) with balance owed
100	If you rent your current residence, please supply a copy of the most recent money order receipt, bank statement or canceled check to evidence rent payment
	I have included copies of my two most recent bank statements for all accounts
	I have included a copy of my 2023 and 2024 Federal Tax Forms (1040) and copies of my W2's for both years
	I have included verification for any medical or educational debt or deferment
00.00	Please include a <u>money order for</u> \$30.00 made payable to Piedmont Habitat for Humanity. This is to run a credit report and <u>MUST</u> be included to consider your application. <b>Your credit does not need to be perfect, just reasonable.</b>

To be considered for the program, your total <u>MONTHLY, GROSS</u> (before taxes) household income must fall within the following limits for the county where you currently live. Income from a variety of sources may count toward your total. IF YOU HAVE A QUESTION ABOUT WHETHER OR NOT YOU MEET THE REQUIREMENTS, PLEASE CALL US AT 434-394-3001. Updated 2025

Buckingham	•••••••••••••••••••••••••••••••••••••••		
Number in Household	Gross Minimum Income	Gross Maximum Income	
1	\$1,479	\$3,938	
2	\$1,763	\$4,500	
3	\$2,221	\$5,063	
4	\$2,679	\$5,625	
5	\$3,138	\$6,075	
6	\$3,596	\$6,525	20
7	\$4,054		
		\$6,975	
8	<b>\$4,5</b> 13	\$7,425	
Cumberland			
Number in Household	Gross Minimum Income	Gross Maximum Income	
1	\$1,371	\$3,646	
2	\$1,763	<b>\$4</b> ,167	
3			
	\$2,221	\$4,688	
4	\$2,679	\$5,208	
5	\$3,138	\$5,625	
6	\$3,596	\$6,042	
7	\$4,038	\$6,458	
8	\$4,296	\$6,875	
	Фт,200		
Nelson			
Number in Household	Gross Minimum Income	Gross Maximum Income	
1	\$1,483		
		\$5,875	
2	\$1,763	\$6,713	
3	<b>\$2,22</b> 1	\$7,550	
4	\$2,679	\$8,388	
5	\$3,138	\$9,063	
6	\$3,596	\$9,733	
7	\$4,054		
		\$10,404	
8	\$4,512 	\$11,075 	
Prince Edward			
Number in Household	Gross Minimum Income	One Marin I	
		Gross Maximum Income	
1 20	\$1,446	\$3,850	
2	\$1,763	\$4,400	
3	\$2,221	\$4,950	
4	\$2,679	\$5,500	
5	\$3,138	<b>\$</b> 5,942	
6	\$3,596		
		\$6,383	
7	\$4,054	\$6,821	
8	\$4,513 	\$7,263 	
Nottoway			
Nottoway Number in Household	Gross Minimum Income	Gross Maximum Income	
1	\$1,483	\$3,954	
2	\$1,763	\$4,517	
3	\$2,221	\$5,083	
4	\$2,679	\$5,646	
5	\$3,138	\$6,100	
6	\$3,596	\$6,550	
7	\$4,054	\$7,004	
8	\$4,512		
U	<b>⊅4,</b> J1∠	\$7,454	

Charlotte

Number in Household	Gross Minimum Income	Gross Maximum Income
1	\$1,371	\$3,646
2	\$1,763	\$4,167
3	\$2,221	\$4,688
4	\$2,679	\$5,208
5	\$3,138	\$5,625
6	\$3,596	\$6,042
7	\$4,038	\$6,458
8	\$4,296	\$6.875

### Piedmont Habitat for Humanity

#### **Privacy Statement and Notice**

At Piedmont Habitat for Humanity, we are committed to keeping your information private. We recognize the importance applicants, program families, tenants, and homeowners place on the privacy and confidentiality of their information. While new technologies allow us to more efficiently serve our customers, we are committed to maintaining privacy standards that are synonymous with our established and trusted name.

When collecting, storing, and retrieving applicant, program family, and homeowner data – such as tax returns, pay stubs, credit reports, employment verifications and payment history – internal controls are maintained throughout the process to ensure security and confidentiality.

We collect nonpublic personal information about you from the following sources:

- Information we receive from you on applications or other forms;
- Information about your transactions with us or others; and
- Information we receive from a consumer reporting agency.

We may disclose the following kinds of nonpublic personal information about you:

- Information we receive from you on applications or other forms, such as your name, address, social security number, assets, income, etc.
- Information about your transactions with us or others such as your loan balance, payment history, etc.
- Information we receive from a consumer reporting agency such as your creditworthiness and credit history

Piedmont Habitat for Humanity employees and volunteers are subject to a written policy regarding confidentiality, and access to applicant data is restricted to staff and volunteers on an as-needed basis. Information is used for lawful business purposes and is never shared with third parties without your consent, except as permitted by law. As permitted by law, we may disclose nonpublic personal information about you to the following types of third parties:

- Financial service providers, such as mortgage servicing agents;
- Nonprofit organizations, government entities

If you prefer that we do not disclose non-public personal information about you to nonaffiliated third parties, you may opt out of those disclosures, that is, you may direct us not to make those disclosures (other than disclosures permitted by law). If you wish to opt out of disclosures to nonaffiliated third parties, you may call Piedmont Habitat for Humanity at 434-394-3001.



Date of notice of incomplete application letter: \_

Date of adverse action letter:

Piedmont Habitat for Humanity P.O. Box 816, Farmville, VA 23901 (434) 394-3001

# Application



We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status or national origin.

Habitat Homeownership Program

of race, color, religion, sex, handicap, familial status or national program.

Dear Applicant: Please complete this application for the Habitat for Humanity homeownership program truthfully, completely and accurately.

All information y	ou include on this applica	tion will be m	aintained	in accord	ance with our privacy policy.			FCC:	
Type of credit	☐ I am applying for <b>ind</b> ☐ I am applying for <b>joir</b> ☐ Each borrower intend	nt credit. Tot	al numbe		wers: initials:				
			1A. AP	PLICAN <sup>*</sup>	TINFORMATION				
	Applicant					Co-applicant			
Applicant's nar	ne:				Co-applicant's name:	3770-2	223		
Alternative and	former names:				Alternative and former name	es:			
Social Security I	number				Social Security number				
Home phone_(_	)				Home phone ()				
Cell phone (	)				Cell phone ()				
Work phone (	.)				Work phone ()				
Age Date of birth (mm/dd/yyyy)					Age Date of birth (mm/dd/yyyy)				
	Separated  Unmarried , registered reciprocal beneficiary				☐ Married ☐ Separated ☐ domestic partnership, registered recipro	· -			
Name	others who will live with yo	Age	Male	Female	Dependents and others who with Name	Age	Male	Female	
			_		-				
					<u> </u>				
			. 0				_ 0		
Present address	(street, city, state, ZIP code	e):: 🔲 Own	☐ Rent		Present address (street, city, sta	ate, ZIP code):   Own	☐ Rent		
Number of years	:			_	Number of years:				
If you have	ve lived at your present ac	dress for les	s than tw	vo years,	complete the following, for all a	ddresses during the pa	st two year	rs:	
Previous address	s(es) (street, city, state, ZIP	code): 🗆 C	wn 🗆 I	Rent	Previous address(es) (street, cit	y, state, ZIP code):	Own 🗆 F	Rent	
Number of years	:				Number of years:				
	FC	R OFFICE	USE ON	ILY — D	O NOT WRITE IN THIS SPA	ACE			
Date received:	There is	Toyler	Public Physical State	-	Date of selection committee a	pproval:	-		

Date of board approval: \_\_\_\_\_\_
Date of partnership agreement:

1B. MILITAR	Y SERVICE
Did you (or your deceased spouse) serve, or are you currently serving, in the U (Army, Marine Corps, Navy, Air Force, Space Force, Coast Guard, Reserve or I	
If yes, check all that apply:  Currently serving on active duty with projected expiration date of service  Currently retired, discharged, or separated from service  Only period of service was as a non-activated member of the Reserve  Surviving spouse	
Is anyone else in your household serving, or did they serve, in the United States If yes, check all that apply:  Currently serving on active duty with projected expiration date of service Currently retired, discharged, or separated from service Only period of service was as a non-activated member of the Reserve	se/tour//(mm/dd/yyyy)
2. WILLINGNESS	S TO PARTNER
To be considered for the Habitat homeownership program, you and your household members must be willing to complete a certain number of "sweat-equity" hours, which may include hours spent helping to build your home and the homes of others, attending homeownership classes, and/or other approved activities.	I AM WILLING TO COMPLETE THE REQUIRED  SWEAT-EQUITY HOURS:  Yes No  Applicant   Co-applicant   Co-applicant
3. PRESENT HOUS	ING CONDITIONS
Currently, are you: Renting Rent-free Own Number of bedrooms (please circle): 1 2 3 4	5
Other rooms in the place where you are currently living:   City (please describe):  In the space below, describe the condition of the house or apartment where	
If you rent your current residence, please supply a copy of yo bank statement or canceled rent	
Name, address and phone number of current landlord:	
24.00	
4. PROPERTY I	NFORMATION
☐ I do not own any real estate (move to Section 5).	
If you own your residence, what is your monthly mortgage payment (including insurance, etc.)?	lig taxes, Do you own land other than your residence? ☐ No ☐ Yes Monthly payment (including taxes, insurance, etc.)
\$/month Unpaid balance \$	\$
If you wish your property to be considered for building your Habitat home, elections to the such requests through the Macrat program.	as each parcel of land is unique and may not be suitable for powers on

	5. EMPLOYME	NT INFORMATION				
Applicant	NO STATE OF THE STATE OF	Co	o-applicant			
☐ Does not app	ly.	0 (	Does not appl	у.		
Name and address of CURRENT employer:	Start date (mm/dd/yyyy):	Name and address of CURRENT employer:		Name and address of CURRENT employer: Start date		Start date (mm/dd/yyyy):
	Annual (gross) wages:			Annual (gross) wages:		
Type of business:	Business phone:	Type of business:		Business phone:		
If working	at current job less than one	year, complete the following infor	mation.			
Name and address of PREVIOUS employer:	Years on this job:	Name and address of PREVIOUS employer:		Years on this job:		
	Annual (gross) wages:	-		Annual (gross) wages:		
Type of business:	Business phone:	Type of business:		Business phone:		
☐ Check if you are the business owner or a ☐ I have an ownership share of less tha Monthly income (or loss) \$	n 25%. 🔲 I have an	ownership share of 25% or more.	applicants additional	NOTE: Self-employed will be required to provide documents such as tax d financial statements.		

		6. MONTHLY INCOME		
Income source	Applicant	Co-applicant	Others in household	Total
Salary/wages (gross)	\$	\$	\$	\$
TANF	\$	\$	\$	\$
Alimony	\$	\$	\$	\$
Child support	\$	\$	\$	\$
Social Security	\$	\$	\$	\$
SSI	\$	\$	\$	\$
Disability	\$	\$	\$	\$
Housing voucher (e.g., Section 8)	\$	\$	\$	\$
Unemployment benefits	\$	\$	\$	\$
VA compensation	\$	\$	\$	\$
Retirement (e.g., pension)	\$	\$	\$	\$
Military entitlements	\$	\$	\$	\$
Other:	_	\$	\$	\$
Total	\$	\$	\$	\$

HOUSEHOLD MEMBERS WHOSE INCOME IS LISTED ABOVE								
Name	Income source	Monthly income	Date of birth					

 7. SOURCE OF DOWN PAY	MENT AND CLOSING COSTS
	osts (for example, savings or gifts from family member or others; whom will you borrow it from, and how will you pay it back?

8. ASSETS							
Type of asset and name of bank, savings and loan, credit union, retirement account, etc. (Do not include land here.)	Address	City, state	ZIP	Account number	Current balance/ value/vested amount (if applicable)		
					\$		
					\$		
					\$		
<u> </u>			2		\$		
					\$ =3.1		
" =					\$		
	med ag	an Las nyawara	9 14	E M M N - Pa	\$ 100		

	9. LIABIL	ITIES AND EXP	ENSES			
TO WHOM DO YOU OWE MONEY?		Applicant			Co-applicant	
Account	Monthly payment	Unpaid balance	Months left to pay	Monthly payment	Unpaid balance	Months left to pay
Auto loan	\$	\$		\$	\$	- 44
Installment (e.g., boat, personal toan)	\$	\$		\$	\$	V 128
Lease (e.g., furniture, appliances — includes rent-to-own)	\$	\$		\$	\$	
Alimony/separate maintenance	\$	\$		s	\$	- 3
Child support	\$	\$		\$	\$	
Revolving (e.g., credit cards)	\$	\$		\$	\$	
Student loan debt	\$	\$		\$	\$	1 = 00
Open 30 days (balance paid monthly, e.g., travel card)	\$	\$		\$	\$	
Medical debt	\$	\$		\$	\$	
Other	\$	\$		\$	\$	
Other	\$	\$		\$	\$	
Total	\$	\$ 100		\$		

MONTHLY EXPENSES						
Account	Applicant	Co-applicant	Total			
Rent	\$	\$	\$			
Utilities (electricity, water, gas)	\$	\$	8			
Insurance (rental, car, health, etc.)	s	\$	\$			
Child care	S	s	\$			
Internet service	s	s	\$			
Cell phone	\$	\$	\$			

Land line	\$	\$		\$		
Business expenses	\$	\$	:	\$	_	
Union dues	\$	\$	- :	\$		
Transportation expense (gas, bus pass, vehicle upkeep, etc.)	\$	\$	:	\$		
Food and essential supplies	\$	\$	:	\$		
Entertainment	\$	\$	:	\$		
Other	\$	\$	:	<b>\$</b>		
Other	\$	\$	:	\$		
Total	\$	\$		\$		
10	. DECLARATIO	NS				
Please check the box beside the word that best answers the folio	wing questions	for you and the co-applicant.	Applica	int	Co-ap	plicant
a. Are there any outstanding judgments because of a court decision a	igainst you?		☐ Yes ☐	∃No	☐ Yes	□ No
b. Have you declared bankruptcy within the past seven years?	6.049.603.60	-	☐ Yes □	] No	☐ Yes	□ No
If YES, identify the type(s) of bankruptcy:   Chapter 7 Chapter 7	apter 11	hapter 12				
c. Have you had any property foreclosed upon in the past seven years	s?		☐ Yes ☐	] No	☐ Yes	□ No
d. Are you party to a lawsuit in which you potentially have any person	al financial liability	?	☐ Yes ☐	J No	☐ Yes	□ No
e. Have you conveyed title to any property in lieu of foreclosure or completed a pre-foreclosure sale or short sale (where the lender agreed to accept less than the outstanding mortgage balance due) within the past seven years?					☐ Yes	□ No
f. Are you currently delinquent or in default on any federal debt or any other loan, mortgage financial obligation or loan guarantee?					☐ Yes	□ No
g. Are you a co-signer or guarantor on any debt of loan that is not disc	closed on this app	lication?	☐ Yes ☐	] No	☐ Yes	□ No
h. Are you a U.S. citizen or permanent resident?					☐ Yes	□ No
Note: If you answered "yes" to any question a through g, or "no" to Qu	uestion h, please	explain on a separate piece of pa	aper.			
11. AUTHORIZATI	ON, AGREEME	NT AND RELEASE				
I understand that by filing this application, I am authorizing Habitat for Human affordable loan and other expenses of homeownership, and my willingness to						
I understand that the evaluation will include personal visits, a credit check a application truthfully and accurately, and if any of the information provided cunderstand that if I have not answered the questions truthfully, accurately o completeness, my application may be denied, and that even if I have alread any rights or claims to a Habitat home. The original or a copy of this application	and employment ve changes after I sub or completely, or fail dy been selected to	rification (if applicable). I have ansimit this application, I will supplement to supplement this application as receive a Habitat home, I may be	wered all the quent this application necessary to mand disqualified from	uestions on, as a naintain m the p	s on this applicable its accura program a	e. I
If this application is created as (or converted into) an "electronic applicated are defined in and governed by applicable federal and/or state electronic electronic signature or (b) a written signature and agree that if a paper be an electronic record, and the representation of my written signature	ic transaction laws	s. I intend to sign and have signe dication is converted into an elec	ed this applicati stronic applicati	ion eith	ner using	my: (a)
I also understand that Habitat for Humanity screens all applicants on th inquiry. I further understand that by completing this application, I am su	ie sex offender reg ibmitting myself to	gistry. By completing this applica a criminal background check.	tion, I am subn	nitting	myself to	such an
Applicant signature Date	Co	o-applicant signature		Da	te	
X	X					
PLEASE NOTE: If more space is needed to complete any part of t application. Please mark your additional comments with "A" for app	his application, policant or "C" for c	lease use a separate sheet of po-	paper and atta	ich it te	o this	
12. RIGHT TO R	ECEIVE COPY	OF APPRAISAL				
This is to notify you that if you qualify for the homeownership program a value of a home that you may be eligible to purchase, and we may characteristic to the control of	and complete the r	program requirements, we may opraisal. Upon completion of the	order an apprai appraisal, we v	isal to will pro	determin	e the

Co-applicant's name \_\_\_\_\_

copy to you, even if the loan does not close.

Applicant's name \_\_\_\_\_

#### 13. DEMOGRAPHIC INFORMATION

#### PLEASE READ THIS STATEMENT BEFORE COMPLETING THE BOX BELOW:

The purpose of collecting this information is to help ensure that all applicants are being treated fairly, that the housing needs of communities and neighborhoods are being fulfilled, and to otherwise evaluate our programs and report to our funders. For residential mortgage lending, Federal law requires that we ask applicants for their demographic information (ethnicity, sex and race) in order to monitor our compliance with equal credit opportunity, fair housing and home mortgage disclosure laws. You are not required to provide this information but are encouraged to do so. You may select one or more designations for "Ethnicity" and one or more designations for "Race." The law provides that we may not discriminate on the basis of this information or on whether you choose to provide it. However, if you choose not to provide the information and you have made this application in person, federal regulations require us to note your ethnicity, sex and race on the basis of visual observation or surname. The law also provides that we may not discriminate on the basis of age or marital status information you provide in this application. If you do not wish to provide some or all of this information, please check below.

Applicant	N. dominion in the Hardina Commission	Co-appl	licant		
Ethnicity (check one or more):  Hispanic or Latino Mexican Puerto Rican Companic or Latino Other Hispanic or Latino Origin: For example: Argentinean, Colombian, Desalvadoran, Spanlard, and so on.  Not Hispanic or Latino I do not wish to provide this information		Ethnicity (check one or more):  Hispanic or Latino  Mexican Puerto Rican  Other Hispanic or Latino ~  Origin: For example: Argentinean, Colomb Salvadoran, Spaniard, and so on.  Not Hispanic or Latino  I do not wish to provide this informatic	•		
Sex:	provide this information	Sex:	t wish to provide this information		
Race (check one or more):  American Indian or Alaska Native —  Name of enrolled or principal tribe:		Race (check one or more):  American Indian or Alaska Native — Name of enrolled or principal tribe:			
	Filipino Vietnamese kistani, Cambodian, and so on.	☐ Asian ☐ Asian Indian ☐ Chinese ☐ Japanese ☐ Korean ☐ Other Asian — race: For exemple: Hmong, Leotian, Th	☐ Filipino ☐ Vietnamese  ei, Pakistani, Cambodian, and so on.		
□ Native Hawaiian or Other Pacific Islander □ Native Hawaiian □ Guamanian or Chamorro □ Samoan □ Other Pacific Islander — race: For example: Fijian, Tongan, and so on. □ White		□ Native Hawaiian or Other Pacific Islander □ Native Hawaiian □ Guamanian or Chamorro □ Samoan □ Other Pacific Islander — race: For example: Fljian, Tongan, and so on. □ White			
☐ I do not wish to provide this information		☐ I do not wish to provide this information			
Tob	e completed only by the p	erson conducting the interview			
Was the ethnicity of the Borrower collected on the b Was the sex of the Borrower collected on the b Was the race of the Borrower collected on the l	the basis of visual observation of asis of visual observation or sur	or sumame?			
This application was taken by:  □ Face-to-face interview (included electronic	Interviewer's name (print or ty	pe)	Interviewer's phone number		
media w/video component)  By mail By telephone	Interviewer's signature		Date		

### **Equal Credit Opportunity Act Notice**

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status or age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that monitors compliance with this law concerning this company is the Federal Trade Commission, with offices at the **East Central Region, 1111 Superior Ave., Suite 200, Cleveland, OH 44114-2507,** or Federal Trade Commission, Equal Credit Opportunity, Washington, DC 20580.

You need not disclose income from alimony, child support or separate maintenance payment if you choose not to do so. However, because we operate a Special Purpose Credit Program, we may request and require, in order to determine an applicant's eligibility for the program and the affordable mortgage amount, information regarding the applicant's marital status; alimony, child support and separate maintenance income; and the spouse's financial resources.

Accordingly, if you receive income from these sources and do not provide this information with your application, your application will be considered incomplete, and we will be unable to invite you to participate in the Habitat program.

Applicant(s):	
x	x
Print name:	Print name:
Date:	Date:

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Applicant(s):	
x	x
Print name:	Print name:
Date:	Date: