



P.O.Box 2133 510 West Economy Road  
 Morristown, TN 37816  
 423-581-1661  
 www.lakewayareahabitat.org

# Habitat Applicant Pre-Screening Form

## Lakeway Area Habitat For Humanity

### What is Habitat for Humanity?

Habitat for Humanity is a Christian organization building affordable homes with people who qualify. New homes are sold in exchange for at least 300 hours of “sweat equity” and the cost of building the home. The average monthly payment for a 3-bedroom home is approximately \$350 a month.

### How can I qualify for a Habitat Home?

You may be eligible to purchase a Habitat home if you meet the 3 mandatory guidelines:

1. Need
2. Ability to pay
3. Willingness to partner.

1. I have a need:	1. I have the ability to pay:	1. I am willing to partner with Habitat:																					
<p>The house I live in is at least one of the following:</p> <p><input type="checkbox"/> Overcrowded</p> <p><input type="checkbox"/> Poorly maintained (substandard)</p> <p><input type="checkbox"/> I do not have a place of my own</p> <p><input type="checkbox"/> My rent is too high</p> <p>My income falls within the following guidelines*:</p> <table border="1"> <thead> <tr> <th>Family size</th> <th>Min Monthly</th> <th>Max Monthly</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>\$833.00</td> <td>\$1670.00</td> </tr> <tr> <td>2</td> <td>\$954.00</td> <td>\$1910.00</td> </tr> <tr> <td>3</td> <td>\$1071.00</td> <td>\$2145.00</td> </tr> <tr> <td>4</td> <td>\$1192.00</td> <td>\$2385.00</td> </tr> <tr> <td>5</td> <td>\$1287.00</td> <td>\$2575.00</td> </tr> <tr> <td>6</td> <td>\$1385.00</td> <td>\$2765.00</td> </tr> </tbody> </table>	Family size	Min Monthly	Max Monthly	1	\$833.00	\$1670.00	2	\$954.00	\$1910.00	3	\$1071.00	\$2145.00	4	\$1192.00	\$2385.00	5	\$1287.00	\$2575.00	6	\$1385.00	\$2765.00	<p><input type="checkbox"/> I have not declared bankruptcy in the past two years.</p> <p><input type="checkbox"/> I pay my rent and other bills on time.</p> <p><input type="checkbox"/> I have no outstanding judgements (must pay off prior to application)</p> <p><input type="checkbox"/> I have had a stable income that can be verified by pay stubs or letter for the last two years.</p> <p><input type="checkbox"/> I have not been notified that my continued income will be terminated or lessened.</p>	<p><input type="checkbox"/> I have lived and/or worked in Hamblen County for at least one year.</p> <p><input type="checkbox"/> I can provide proof of citizenship or Permanent residency Status.</p> <p><input type="checkbox"/> I am willing to partner with Habitat and work at least 300 hours of “sweat equity.” This sweat equity can be first used on other families’ homes, and then on building my own. I will also attend budget counseling and homeowner workshops; participate in Habitat events; participate in all application evaluation steps; provide all application information in a timely, honest manner; and demonstrate a strong commitment to Habitat’s goals.</p>
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If you answer YES to our three basic guidelines then please complete the application, and mail it to the address above. You can also return it in person to the Habitat office in the WCRK building at 510 West Economy Road, Morristown, TN. Offices are open Monday through Friday 9:00 a.m. - 5:00 p.m. Questions should be directed to 423-581-1661.

\*Income guidelines subject to change. Check with LAHFH local offices for current income requirements.

# Pre-Screening Application

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

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Marital Status: (circle one) Legal documentation may be required. Married Unmarried Divorced Legally Separated

Home Ph: (\_\_\_\_) \_\_\_\_\_ Work Ph: (\_\_\_\_) \_\_\_\_\_ Cell Ph: (\_\_\_\_) \_\_\_\_\_

Co-Applicant: \_\_\_\_\_ Social Security No \_\_\_\_\_ Birth Date \_\_\_\_\_ Age \_\_\_\_\_

Are you (and co-applicant) U.S. citizen or have a Permanent Resident Card? Yes \_\_\_\_\_ No \_\_\_\_\_

List everyone who will be living in your home, including yourself.

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

List all sources of income for entire household including but not limited to: Employment, Social Security, Disability Child Support. Documentation for these will be required and will also be verified by Habitat staff.

List source, Amount, How Often (Abbreviation: TH - Take Home, AT - After Taxes)

Example: My Name Morrison Printing \$600 biweekly TH
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Information Regarding Credit, Criminal and Background Verification:

\_\_\_\_\_ I have never been convicted of a felony.

\_\_\_\_\_ I have been convicted of a felony. Explain conviction and penalty below. Include dates of conviction and incarceration. \_\_\_\_\_

\_\_\_\_\_ No other household member or co-applicant has been convicted of a felony.

\_\_\_\_\_ Another household member or co-applicant has been convicted of a felony. Explain conviction and penalty below. Include dates of conviction and incarceration. \_\_\_\_\_

Please explain other circumstances regarding your background, credit, criminal check that you feel needs explanation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Release: By my signature, I affirm that all of the information provided in this document is true. I further consent by my signature to a thorough background check including, but not limited to, credit history, employment history, criminal, social security verification and permanent residency status. I understand that the information provided will be kept confidential. I further agree that false statements on this form will eliminate my eligibility to participate in this program.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Co-Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness