

ITEMS NEEDED FOR COMPLETION OF LLHFH HOMEOWNERSHIP APPLICATION

Applications CANNOT be processed without ALL the following information for all applicants and co-applicants:

Documents required:

- Copy of driver's license or other valid government photo ID for all applicants
- Copies of Social Security cards for all household members
- Copies of all consecutive pay stubs for all jobs within the last three (3) months
- Copies of last two (2) years W-2s for all jobs
- Copies of last two (2) years of federal income tax returns
- Copies of last six (6) months' bank statements for checking AND savings account(s)
- Check, money order, or electronic payment made out to Lancaster Lebanon Habitat for Humanity (LLHFH) for \$20 *per applicant* to pay for credit check. Please write your name and "application fee" on the memo line.
 - *To be clear, this means that if there is both an applicant and co-applicant, the fee is \$40*

Additional documents required if any of the following situations apply to you:

Collecting child support and/or alimony

- Copies of court records and documents proving receipt of payment

Collecting benefits (Social Security for retirement, disability, etc.)

- Copies of proof of benefits letter(s)

Self-Employed or Paid by Commission

- Previous two (2) years' of federal income tax returns with all schedules and a year-to-date profit and loss statement

IF YOU HAVE FILED BANKRUPTCY WITHIN THE LAST SEVEN YEARS:

- Copy of petition and discharge, handwritten explanation of reason for bankruptcy, and evidence of excellent credit since the bankruptcy

Additional information:

- Depending on the circumstances of the applicant(s), additional information may be requested.
- Copies of documents can be made for free at the Program Office – please don't feel like you need to pay to make copies elsewhere!

Document updated December 2022



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 program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.