

Habitat For Humanity
Saint John Region Inc.
Application for Housing
Please print clearly

Family Information

Applicant's Name: _____

Applicant's Phone # (home) _____ # (work) _____

Co-applicant's Name: _____

Co-applicant's Phone # (home) _____ # (work) _____

Complete street address of applicant: _____

Complete mailing address of applicant: _____

How long have you lived at above address? _____

List below the names of all people who live in your home, including applicant and co-applicant:

| <u>Name</u> | <u>Date of Birth</u> | <u>Gender</u> | <u>Relationship</u> |
|-------------|----------------------|---------------|---------------------|
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Is there any area within the Saint John Area where you would not accept a house? _____

Current Housing Information

Is your current housing: _____ owned _____ rented _____ other (please specify)_____

If renting, what is your monthly rental payment \$ _____ Does this rental payment include the following: (please check where applicable)

Heat _____ Lights _____ Hot Water _____

Please check which rooms are in your current home:

Bedrooms (number) _____ Kitchen _____ Living Room _____ Dining Room _____ Bathroom (number) _____ Other, please specify _____

Present Landlord's name, address and telephone number:

May we contact your landlord? _____yes _____no

Previous Landlord's name, address and telephone if at above address less than 1 year:

What appliances and other personal property do you own, please check where applicable:

refrigerator _____ stove _____ washer _____ dryer _____, vehicle, make and year _____

Land , where is it located and what is the approximate value? _____

Cash or savings amount \$ _____

Do you have anything else that you would like to tell us about personal property that you own? Please use the back of this page to explain.

FINANCIAL INFORMATION

INCOME SOURCES:

Please advise all sources of income as listed below by checking the appropriate space and also indicate the actual amount of money that is received. If you would like to provide proof of this income that would be helpful, although not necessary at this point in time:

| <u>SOURCE</u> | <u>AMOUNT RECEIVED MONTHLY</u> |
|-----------------------------------|---------------------------------------|
| Applicant's Wages ____ | \$ _____ |
| Co-applicant's Wages ____ | _____ |
| Employment Insurance ____ | _____ |
| Canada Pension Plan ____ | _____ |
| Old Age Security ____ | _____ |
| Guaranteed Income Supplement ____ | _____ |
| Disability Pension ____ | _____ |
| Worker's Compensation ____ | _____ |
| Investment Income ____ | _____ |
| Child Tax Credit ____ | _____ |
| Child Support ____ | _____ |
| Alimony ____ | _____ |
| Other, please specify ____ | _____ |
| Total Monthly Income | \$ _____ |

OUTSTANDING DEBT:

Please list all debts including credit cards and loans.

1. Amount owed \$ _____ Name of creditor: _____

Outstanding balance \$ _____ Monthly payment \$ _____

Reason for debt: _____

2. Amount owed \$ _____ Name of creditor: _____

Outstanding balance \$ _____ Monthly payment \$ _____

Reason for debt: _____

3. Amount owed \$ _____ Name of creditor: _____

Outstanding balance \$ _____ Monthly payment \$ _____

Reason for debt: _____

4. Amount owed \$ _____ Name of creditor: _____

Outstanding balance \$ _____ Monthly payment \$ _____

Reason for debt: _____

5. Amount owed \$ _____ Name of creditor: _____

Outstanding balance \$ _____ Monthly payment \$ _____

Reason for debt: _____

(If you require additional space to list more debts, please use the back of this page.)

Employment Information:

(Please provide employment information for the last two year period and provide take home pay only, if still employed, otherwise it is not applicable to this application.)

1. Present employer name and address: _____

Name of Supervisor: _____ Phone #: _____

How long have you worked here: _____ Weekly take home pay \$ _____

Are you still employed here: _____ Yes _____ No Date you left: _____

May we contact your employer: _____ Yes _____ No

2. Employer name and address: _____

Name of Supervisor: _____ Phone #: _____

How long did you work there: _____ Weekly take home pay \$ _____

Are you still employed here: _____ Yes _____ No Date you left: _____

3. Employer name and address: _____

Name of Supervisor: _____ Phone #: _____

How long did you work there: _____ Weekly take home pay \$ _____

Are you still employed here: _____ Yes _____ No Date you left: _____

4. Employer name and address: _____

Name of Supervisor: _____ Phone #: _____

How long did you work there: _____ Weekly take home pay \$ _____

Are you still employed here: _____ Yes _____ No Date you left: _____

REFERENCES:

Please list at least three people **not related** to you who know you very well and one relative.

1. Name of reference: _____

Occupation: _____ Phone #: _____

Address: _____

2. Name of reference: _____

Occupation: _____ Phone #: _____

Address: _____

3. Name of reference: _____

Occupation: _____ Phone #: _____

Address: _____

1. Name one relative: _____

Address: _____

Relationship: _____ Phone #: _____

Just to let you know we will possibly be contacting your references. Would you please inform them.

Please provide a resume along with your application, and a covering letter stating why you feel you would be a good candidate for a Habitat home.

“Sweat-Equity” is part of the requirements of owning a Habitat for Humanity home. If you are selected for a Habitat for Humanity home, what will you and your family do to help build your own house and other Habitat homes? ***It is important that you read and understand the Sweat-Equity policy on page 8. Please keep page 8.***

If you require more room, you may write on the back of this page.

Authorization and Release

The undersigned applicant(s) applies for a Habitat home and a no-interest loan to finance the purchase price of the home. Applicant(s) authorized Habitat for Humanity to evaluate applicant’s actual need for a Habitat home, ability to repay the loan and other expenses of home ownership, and willingness to participate in the Habitat partnership. The evaluation will include personal visits, credit checks, and contact of references and employers. ***All information will remain confidential.*** The original or a copy of this application will be retained on file by Habitat for Humanity even if the application is not approved.

By signing below, the applicant(s) warrants the information on this application to be accurate and true, and authorizes the release of information to the Family Selection Committee. The applicant(s) also agrees to supply additional up-to-date information when requested.

Applicant’s Signature: _____ Date: _____

Co-Applicant’s Signature: _____ Date: _____

Send completed application to:

**ReStore
Habitat for Humanity
Saint John Region Inc.**

388 Rothesay Ave.

Saint John, NB E2L 2C4

Please mark Selection Committee on the envelope and return by February 28,2009

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HABITAT FOR HUMANITY
SWEAT-EQUITY POLICY
(Please read carefully, remove and keep)

APPLICANT'S COPY

How much sweat-equity will I need to perform?

A minimum of 500 hours is required.

Habitat encourages you to continue helping others with their houses even after you have completed the required minimum.

Who is eligible to perform sweat-equity?

Members of your immediate family over 16 years of age who will be living in the house. By special arrangement with Habitat, friends and relatives may perform sweat-equity for you, up to a maximum of 25% of the sweat-equity requirements. For single parent families and other families where the burden of meeting sweat-equity requirements falls to the one individual, Habitat will make every effort to assign the volunteer involvement of others to cover up to 50% of the sweat-equity requirements.

Does Habitat require that I make a down payment on my house or renovation?

Yes. After you have been accepted into partnership, you will be required to make a cash down payment of \$500. to be paid before construction begins, payable at \$50. per month from the time of selection with balance due prior to moving in.

What kinds of work qualify for sweat-equity?

Sweat-Equity can be worked either in construction or at the Habitat ReStore. Work at the Habitat office or other work in support of Habitat - e.g. participation in committee meetings - also counts as sweat-equity.

How do I keep track of my sweat-equity hours?

When you are accepted into partnership with Habitat, you will be issued a "Sweat-Equity Records Book". It is your responsibility to record the hours you have worked in this book, have each page signed by an approved supervisor, and submit a carbon copy to your family partner.

How do I find out when there are opportunities to do sweat-equity?

You are responsible to contact Habitat regarding opportunities to contribute to sweat-equity.