

**City of Allen Planning and Development Department
Application for Owner-Occupied Housing Rehabilitation**

TO BE COMPLETED & SIGNED BY HEAD OF HOUSEHOLD -- DO NOT LEAVE ANY BLANKS -- FILL IN EVERY QUESTION

Last Name	First Name	Middle	Date of Birth	Social Security Number
_____	_____	_____	____/____/____	____-____-____
Marital Status	Sex	(____) _____	(____) _____	_____
_____	_____	Home Phone	Cell Phone	_____
Email Address	@	Target Area/Subdivision	_____	

ADDRESS:

The house must be located within City of Allen designated target areas to be eligible.

Number _____	Street _____	Allen, Texas	Zip _____
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MAILING ADDRESS (IF DIFFERENT FROM ABOVE):

Number _____	Street _____	City _____	State _____	Zip _____
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HOUSEHOLD INFORMATION:

In the box below, list all persons living in your household, regardless of relation and including yourself. All residents must be listed before eligibility can be determined. This includes all temporary household residents who do not maintain a regular residence in another location. You will need to provide copies of the front and back of all residents' social security or identification cards before eligibility will be determined.

First Name	Last Name	Relation to Head	Place of Birth	Birth Date	Sex	Social Security #
		Head				

HANDICAP ACCESSIBILITY:

Please complete the below box if any member of your household has a mental or physical handicap requiring special housing accommodations. (You may need to provide a letter from a physician describing the handicap and prescribing the accommodations needed.) If any member is confined to a wheelchair, write wheelchair under special housing need. Also note any member who needs crutches or a walker, is visually or hearing impaired, or is otherwise mobility impaired.

Household member	Type of Handicap	Special Housing Need
1. _____	_____	_____
2. _____	_____	_____

INCOME INFORMATION:

Income includes all money flowing into the household from all persons over 18 years old, plus benefits received on behalf of minor children. Such things as wages, self-employment wages, TANF, alimony, Social Security Benefits, Pensions, Child Support, regular gifts from friends or family, money earned from providing services, and interest from bank accounts or investments must be disclosed. Failure to disclose any income or assets is a criminal offense under Section 1001 of Title 18 of the U.S. Code. All income and assets will require verification from the providing sources before eligibility will be granted.

Household Member	Source of Income	Monthly Amount Received
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

ASSET INFORMATION:

You are also required to report information about assets. Assets include such things as other real estate properties owned by members in the household, checking and savings accounts, investment accounts, vintage vehicles, money earned from the sale of items or investment accounts or assets disposed of for less than market value within the past two years, and items purchased for investment value, such as stamps, coins, firearms, paintings and other collectibles.

Household Member	Type Asset	Value
1. _____	_____	_____
2. _____	_____	_____

CREDIT INFORMATION:

Credit information is required for evaluation of your household financial situation as a whole. All members of the household 18 years of age or older must agree to have a credit search run on them. Therefore, it is necessary for all of them to sign in the space below for eligibility to be given.

My signature below serves as my authorization for the Planning and Development Department to obtain a credit history as well as any other financial information needed for the evaluation of this application.

Household member's name	Household member's signature or mark	Witness (only needed if signed by mark).
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

ADDITIONAL CREDIT INFORMATION:

This section applies only to the head of household. Please circle either Yes or No to each question.

1.	(yes)	(no)	Have you any outstanding judgments?
2.	(yes)	(no)	In the past seven years, have you been declared bankrupt?
3.	(yes)	(no)	Have you had property foreclosed on or given title of deed?
4.	(yes)	(no)	Are you a co-maker or endorser on a note?
5.	(yes)	(no)	Are you party to a lawsuit?
6.	(yes)	(no)	Are you obligated to pay alimony, child support or maintenance?

If any answers are "yes," please explain:

HUD's REPORTING REQUIREMENTS:

HUD requires that the City provide demographic, racial and ethnic data on households applying for or receiving federal funds.

() Yes () No Is the Head of Household a single Female? Please indicate the race and ethnicity of the Head of Household only.

Ethnic Background (check only one): () Hispanic or Latino () Not Hispanic or Latino

Race:

CERTIFICATION:

The section below is to be signed by the head of house and spouse. A witness will be needed for any signature made by mark.

Important: Section 101 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statements or misrepresentations to any department or agency of the United States Government as to any matter within its jurisdiction.

I certify this application has been completed to the best of my knowledge with complete & accurate information. I understand any false statements or omissions of facts relevant to my eligibility for assistance will be considered fraud, and that I may be prosecuted under applicable U.S. Codes for this fraud. Furthermore, I understand that assistance granted to my household based on fraudulent information must be reimbursed in whole to the City of Allen.

X _____	/ ____ / ____	_____
Head of House/Applicant	Date	Witness (if signed by mark)
_____	/ ____ / ____	_____
Spouse/Applicant	Date	Witness (if signed by mark)

The City of Allen Planning and Development Department is wheelchair accessible. Handicap parking spaces are available. For the hearing impaired, the office may be reached by TDD through Relay Texas at 1-800-735-2988. Interpretive services are available with an advance notice of 48 hours.

When Completed with Form: Please return this form by mail or deliver in person to the Planning and Development Department, City of Allen, 305 Century Parkway, Allen, Texas, 75013. If possible, include copies of photo identification for all adults and copies of social security cards for all household members, or you may provide them at a later date.