



# First-Time Homebuyer Forgivable Grant Application

## PART 1 – LENDER INFORMATION

First Mortgage Lender: \_\_\_\_\_ Lender Address: \_\_\_\_\_  
Lender Contact Name: \_\_\_\_\_ Lender Phone Number: \_\_\_\_\_  
Lender Contact Email: \_\_\_\_\_

## PART 2 – APPLICANT INFORMATION

Applicant Name: \_\_\_\_\_ Co-Applicant Name: \_\_\_\_\_  
Contact phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
Total persons residing in the household: \_\_\_\_\_ Total annual household income: \$ \_\_\_\_\_  
Have you owned a home in Oskaloosa’s city limits within the last 3 years? \_\_\_\_\_  
Do you have one or more outstanding OHTF program balances? \_\_\_\_\_ Program: \_\_\_\_\_  
Are you utilizing another financial assistance program? \_\_\_\_\_ Program: \_\_\_\_\_

## PART 3 – PROPERTY INFORMATION

Address of property to be purchased: \_\_\_\_\_  
Legal Description (or attach separately): \_\_\_\_\_  
\_\_\_\_\_  
Home purchase price: \$ \_\_\_\_\_ Located within City limits? \_\_\_\_\_  
Is the property a mobile home? \_\_\_\_\_ Year built (if a mobile home): \_\_\_\_\_

## PART 4 – ASSISTANCE AND OTHER INFORMATION

Amount requested (\$2,500 max): \$ \_\_\_\_\_ Not more than 5% of purchase price? \_\_\_\_\_  
Projected closing date: \_\_\_\_\_

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*(continued on next page)*

**PART 5 – REQUIRED ATTACHMENTS**

- Verification of income
- Home purchase agreement
- First mortgage loan application
- Loan estimate
- Legal description of property (if separate)
- Homebuyer course completion certificate
- \$100 application fee or documentation from lender for payment

**PART 6 – CERTIFICATION & SIGNATURES**

*I (we) do hereby certify that the above information is true and correct to the best of my (our) knowledge and do, also, give my first mortgage lender permission to supply the City of Oskaloosa, Iowa with any and all information necessary to verify the above and complete my application. I (we) do further certify that I (we) have read the City of Oskaloosa Housing Trust Fund First-Time Home Buyer Forgivable Grant Fund Plan and understand all applicable provisions including the expectation for repayment in the event the home is sold within five (5) years from the closing date.*

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<u>Applicant Signature</u>	<u>Print Name</u>	<u>Date</u>
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<u>Co-Applicant Signature (if applicable)</u>	<u>Print Name</u>	<u>Date</u>
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**CITY OFFICIALS ONLY – Review and Approvals**

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<u>OHTF Chair, OHTF Vice Chair, or City Manager Signature</u>	<u>Date</u>
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<u>Development Services Director or Program Manager Signature</u>	<u>Date</u>
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