



FRANKLIN HOMEOWNERS' ASSOCIATION

LOAN APPLICATION

1. Your Information:

NAME: _____ SSN: _____

NAME: _____ SSN: _____

(If there is more than one owner named on the deed, all named owners must be included and must sign this application)

ADDRESS: _____

PHONE: _____ ALTERNATE PHONE: _____

OWNER:

RETIRED Date Retired: _____

EMPLOYED (If employed, fill out below):

EMPLOYER: _____

EMPLOYER'S ADDRESS: _____

EMPLOYER'S PHONE: _____

DATE HIRED: _____

If the hire date is six months or less from the date of this application, please provide the Name, Address, and Phone Number of your prior employers on a separate sheet and attach to this Application.

SPOUSE/CO-OWNER:

RETIRED Date Retired: _____

EMPLOYED (If employed, fill out below):

EMPLOYER: _____

EMPLOYER'S ADDRESS: _____

EMPLOYER'S PHONE: _____

DATE HIRED: _____

If the hire date is six months or less from the date of this application, please provide the Name, Address, and Phone Number of your prior employers on a separate sheet and attach to this Application.

2. Mortgage Information:

CURRENT MORTGAGE HELD BY: _____

MONTHLY PAYMENTS: \$ _____ BALANCE DUE: \$ _____

YEAR HOME ACQUIRED: _____ SALE PRICE: \$ _____

CURRENT APPRAISAL VALUE: \$ _____

ARE THERE ANY OTHER LIENS ON THIS PROPERTY? YES _____ NO _____
(e.g. second mortgages, unpaid taxes, judgment liens, etc.)

If YES, LIST TYPE OF LIEN AND NAME OF LIENHOLDER:

3. Insurance Information:

INSURED WITH (Name of Insurance Co.): _____

AGENT NAME: _____ PHONE: _____

POLICY NUMBER: _____ (Attach copy of insurance policy to this application)

4. Home Description:

CONSTRUCTION YEAR: _____ SQUARE FOOTAGE: _____

FOUNDATION: Concrete Block Brick Stone Timber Other: _____

EXTERIOR: Brick Brick Veneer Wood Siding Stone Other Masonry
 Vinyl/Aluminum Siding Other: _____

BASEMENT: None Full Half Finished Unfinished

ATTIC: None Full Half Finished Unfinished

HEATING SYSTEM: Forced Air Baseboard In-Floor Other _____
Approximate Age of Heating System: _____

HEATING SOURCE: Electric Furnace Gas Furnace Kerosene Furnace Heat Pump
 Tankless Hot Water Heater Wood Heating System Geothermal Other _____

CENTRAL AIR CONDITIONING: Yes No

GARAGE: No Yes Approximate Size: _____
 Attached Detached

5. Purpose of Loan:

PROPOSED HOME IMPROVEMENTS/PURPOSE OF LOAN: (Check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> New Roof | <input type="checkbox"/> Replacement Windows |
| <input type="checkbox"/> Roof Repairs | <input type="checkbox"/> New/Replacement Siding |
| <input type="checkbox"/> Central Furnace | <input type="checkbox"/> Central Air Conditioning |
| <input type="checkbox"/> Insulation | <input type="checkbox"/> Water/Sewer Repairs or Upgrades |
| <input type="checkbox"/> Replacement Floors | <input type="checkbox"/> Plumbing Repairs or Upgrades |
| <input type="checkbox"/> Electrical Repairs or Upgrades | <input type="checkbox"/> Other |

If you marked OTHER, please described the proposed improvement:

(Attach additional sheet if more space is required)

6. Income Information:

MONTHLY INCOME: (list all sources of income, e.g., wages, pensions, social security, rental income, interest, etc.)

Source: _____	Amount: \$ _____

TOTAL MONTHLY INCOME: \$ _____

MONTHLY EXPENSES:

Water & Sewer	\$ _____	Gas	\$ _____
Electric	\$ _____	Cable	\$ _____
Home Phone	\$ _____	Cell Phone	\$ _____
Mortgage	\$ _____	Property Tax	\$ _____
Home Insurance	\$ _____	Car Insurance	\$ _____
Health Insurance	\$ _____	Groceries:	\$ _____

Credit Cards:

Company: _____	Amount	\$ _____
Company: _____	Amount	\$ _____
Company: _____	Amount	\$ _____
Company: _____	Amount	\$ _____
Company: _____	Amount	\$ _____
Company: _____	Amount	\$ _____

Other Monthly Expense:

Type: _____	Amount	\$ _____
Type: _____	Amount	\$ _____
Type: _____	Amount	\$ _____
Type: _____	Amount	\$ _____
Type: _____	Amount	\$ _____

TOTAL MONTHLY EXPENSES: \$ _____

7. Other Loans

Have you applied to any lending agency for a loan to perform the proposed work?

No Yes If yes, name of lending agency: _____
(Please attach a copy of the denial letter from the lending agency to the application)

8. Required Submittals:

YOU MUST ATTACH TO THIS APPLICATION:

1. Two complete estimates for the cost of the proposed work from two different contractors.
2. A copy of your deed.
3. Copies of your mortgage papers.
4. Proof that you have insurance on the property.
5. A copy of the owner's or owners' prior year tax return(s).

SIGNATURES:

By signing this Application, I/We hereby certify that the above-provided information and any attachments hereto are true and accurate to the best of my/our knowledge. I/We acknowledge that knowing providing false information on or with this application, or any attachment hereto, may result in criminal prosecution. I/We hereby consent to any income verification, credit checks, or any other consumer reports or financial checks the Franklin Homeowners' Association undertakes to verify the information I/we have provided.

Signature _____ Date _____

Signature _____ Date _____

Please return this application to:

City of Franklin
1 Benjamin Franklin Way
Franklin, OH 45005

Attn: Jane McGee or Jenny Loxley

APPLICATION INSTRUCTIONS

All parts of the application must be filled in - do not leave any blanks.

1. Your Information

If more than one owner is named on the deed, information on all owners must be provided and all owners must sign this application.

If the applicant has been employed at his or her current place of employment for six months or less, the Name, Address and Phone Number of the applicant's prior three employers must be provided on a separate sheet and attached to the application.

2. Mortgage Information

You must attach a copy of your deed to the application.

You must attach a copy of your mortgage papers to the application.

**If there is more than one lien or mortgage on your property, you do not qualify for this program.*

Appraisal Value: If you do not know the appraisal value of your home, an appraisal must be undertaken at your own expense. An appraisal is important to assure you have adequate equity in your home to qualify for a loan.

3. Insurance Information

You must attach a copy of your homeowner's policy to this application.

**If your home is uninsured, you do not qualify for this program.*

4. Home Description

If you are unsure about any of these items, most of this information is available on the Warren County Auditor's website, www.co.warren.oh.us/auditor/. Search for your property and look under the "Building Details" tab.

5. Purpose of Loan

The proposed improvements must be necessary repairs only - not new home construction or cosmetic fix ups. "Necessary" repairs are those required to keep the home inhabitable.

If the proposed improvements are for structural changes that require a building permit, one must be obtained at the contractor's expense from the City's Building Division, and the improvements must be inspected and must pass inspection before payment to the contractor will be made.

6. Income Information

Social security numbers must be provided to enable the Board to perform income verifications and/or credit checks on the applicant(s). By submitting this application, the named applicants are consenting to the income verification and/or credit check.

You must attach a copy of the applicant's or applicants' prior year tax return to the application.

7. Other Loans

If you have already sought a loan for the proposed improvements and been denied, please attach a copy of the denial letter to the application.

If you have not applied to any lending agency for funds to make the proposed improvements, the Franklin Homeowners' Association reserves the right to require you provide denial letters from one or more lending agencies before determining your eligibility for this program.

8. Required Submittals

You must attach at least two complete contractor's estimates for the proposed work. The estimates must be detailed, specific, and for the same items. For example, if you need a new roof that requires sheeting, replacement trusses, gutters and roofing material, each of those items and its costs should be listed in the contractor's estimate, and both contractors' estimates should cover the same items. Do not ask one contractor to bid on sheeting only, and the other contractor to bid only on the roofing materials. The estimates must be for the complete work.

Be sure to tell the contractor before he or she submits his or her estimate that obtaining any necessary building permits and the costs for those permits will be his or her responsibility.