



APPLICATION FOR HOUSING

**Please ensure that your application is complete. Incomplete applications will not be accepted.*

1. Personal Information			
Applicant Name		Co-Applicant Name	
Address		Address	
Town/State/Zip		Town/State/Zip	
Home Phone Number		Home Phone Number	
Cell Phone Number		Cell Phone Number	
Email		Email	

2. Household Information				
First, Middle & Last Name <i>*List Head of Household (HOH) first</i>	Relation-ship to Head of Household	Member is a minor/dependent (✓)	DOB	Occupation <i>Employed Full Time Employed Part Time Unemployed, Student/Grade, Other</i>
	SELF	<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		

3. Previous Home Ownership	YES	NO	Amount
Have you been pre-qualified for a mortgage within the last 90 days? (Not required upon application submission)	<input type="checkbox"/>	<input type="checkbox"/>	\$
Have you or the co-applicant previously owned a home in the last 3 (three) years?	<input type="checkbox"/>	<input type="checkbox"/>	

4. Veteran Status	YES	NO
Are you military active duty or veteran status? (If yes, please submit a copy of your DD214)	<input type="checkbox"/>	<input type="checkbox"/>

5. Is a change in your household expected?					
<input type="checkbox"/>	No	<input type="checkbox"/>	Yes	If Yes, Explain:	

6. Refer to the current INCOME CHART to determine income eligibility based on your family size.			
Our total family size is:		Our gross household income is at or below:	\$

7. Based on our mortgage pre-approval from Bangor Savings, we are interested in applying for: (Note: Please remember to submit a copy of the preapproval letter when you submit this application)	
<input type="checkbox"/> Single Story Home (\$220,000)	<input type="checkbox"/> Two Story Home (\$295,000)

8. Housing History			
Applicant:		Co-Applicant:	
Current Address		Current Address	
	___ Own ___ Rent ___ Live with Family/Friends ___ Other _____		___ Own ___ Rent ___ Live with Family/Friends ___ Other _____
Landlord Contact:		Landlord Contact:	
If less than 2 years, please list previous address			
Former Address		Former Address	
	___ Own ___ Rent ___ Live with Family/Friends ___ Other _____		___ Own ___ Rent ___ Live with Family/Friends ___ Other _____
Landlord Contact:		Landlord Contact:	

9. Personal References: Please list 2 references. These should not be relatives or household members.

Name			
Address		Phone	
Name			
Address		Phone	

10. Local Preference (You are required to document your local preference. Please submit a copy of your driver's license, utility bill, student transcript or pay stub). Check and explain all that apply.

<input type="checkbox"/>	I/we currently live <u>or</u> have lived in the Town of Kennebunkport. Explain:
<input type="checkbox"/>	I/we work in Kennebunkport <u>or</u> for the Town of Kennebunkport. Explain:
<input type="checkbox"/>	Our child(ren) currently attend(s) school in the Town of Kennebunkport; <u>or</u> , our K-5 student(s) will be eligible to attend Consolidated School. Explain:
<input type="checkbox"/>	I/we currently or have volunteered for the Town of Kennebunkport or other local organization. Explain:
<input type="checkbox"/>	I/we would be willing to volunteer for the Town or other local organization Explain:

11. Criminal History

	YES	NO
Have you or any adult member of your household who will live in the home ever been convicted of a crime?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please explain:		
Do you or any member of your household who will live in the home have any criminal matters pending?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please explain:		
Are you or is anyone in your household registered Sex Offender?	<input type="checkbox"/>	<input type="checkbox"/>
Name of Member:		

Kennebunkport Heritage Housing Trust Purchaser General Information and Agreement

1. Participation in the Kennebunkport Heritage Housing Trust (KHHT) must meet the income guidelines based on household size.
2. Applicant(s) agrees to abide by the KHHT Lease and Covenants.
3. KHHT must receive applications with all required information/forms in full to be considered for the next available home.
4. Incomplete applications will not be processed.

I/we certify that we have read and understand all the general information provided above about the Kennebunkport Heritage Housing Trust program. This information is provided as a general overview of the program and does not replace the Kennebunkport Heritage Housing Trust Lease and Covenant Summary.

Primary Applicant Initials: _____ Co-Applicant Initials: _____

I/we have received, read, and understand a copy of the Kennebunkport Heritage Housing Trust Covenants and Lease Summary. Primary Applicant Initials: _____ Co-Applicant Initials: _____

I/we certify that we will comply with all program requirements, including but not limited to, the full time occupancy of the home and will follow program requirements upon re-sale of the KHHT home.

Primary Applicant Initials: _____ Co-Applicant Initials: _____

I/we also understand that the application to the Kennebunkport Heritage Housing Trust refers to eligibility to participate in the program. I/we understand that bank financing is a separate application and qualification process and in no way assures home loan qualifications. Primary Applicant Initials: _____

Co-Applicant Initials: _____

I/we understand that housing choice/selection will be determined based on pre-qualification factors including- Household income within income guidelines; Mortgage Pre-Qualification letter; Criminal History; Local preference; Available housing stock; Household composition; and Application received by the deadline.

Applicant Initials: _____ Co-Applicant Initials: _____

I/we certify that all information given for the purpose of obtaining a KHHT property is true and correct to the best of my/our knowledge. I/we understand that any false statement or misrepresentation may result in the cancellation of my/our application. I/we give the staff of KHHT permission to verify all information contained in this application. This information will be kept confidential and will be used solely to assist in the eligibility of my/our application for a home. Primary Applicant Initials: _____ Co-Applicant Initials: _____

The Kennebunkport Heritage Housing Trust will not discriminate on the basis of race, color creed, religion, national or ethnic origin, citizenship, ancestry, class, sex, sexual orientation, familial status, military/veteran status, source of income or other basis prohibited by local, state or federal law.

We understand that the Kennebunkport Heritage Housing Trust reserves the right to exercise its best judgement in the timing and selection of applications for home purchases in accordance with the general criteria and process described here and all the information at its disposal.

Principal Applicant (PA):	Date:
Co-applicant (CA):	Date:

Kennebunkport Heritage Housing Trust Confidential Disclosure Agreement

WHEREAS the Applicant has provided to the Kennebunkport Heritage Housing Trust certain personal information related to this Application for Qualification; and

WHEREAS the Kennebunkport Heritage Housing Trust has required submission of the information, including certain information pertaining to the Applicant’s qualification for bank financing;

NOW THEREFORE, in consideration for the mutual purposes of the Applicant and the Kennebunkport Heritage Housing Trust, the parties agree as follows:

1. **Disclosure.** The Applicant agrees to disclose and the Kennebunkport Heritage Housing Trust agrees to receive certain Confidential Information.
2. **Confidentiality.** The Kennebunkport Heritage Housing Trust agrees to use its best efforts to prevent and protect the Confidential Information, or any part thereof, from disclosure to any person other than the employees of the Kennebunkport Heritage Housing Trust, members of the Board of Directors of the Kennebunkport Heritage Housing Trust or any of the Board’s committees or subcommittees, and certain consultants having a need for disclosure in connection with the Kennebunkport Heritage Housing Trusts authorized use of the Confidential Information.
3. **Limits on Confidential Information.** The Kennebunkport Heritage Housing Trust shall have no obligation with respect to such information where the information:
 - A. was known to the Kennebunkport Heritage Housing Trust prior to receiving any confidential information from Applicant;
 - B. has become publicly known through no wrongful act of the Kennebunkport Heritage Housing Trust;
 - C. was received by the Kennebunkport Heritage Housing Trust without breach of this Agreement from a third party without restriction as to use and disclosure of the information;
 - D. was ordered to be publicly released by the requirement of a government agency.
4. **Ownership of Confidential Information.** Applicant agrees that all Confidential Information included in this Application shall remain the property of the Kennebunkport Heritage Housing Trust and as such, may use such Confidential Information for purposes related to the determination of the qualifications of the Applicant pursuant to this Application.

Principal Applicant:	Date:
Co-applicant:	Date:
KHHT Representative:	Date: