

**THE ESPLANADE
HUDSON, MA
AFFORDABLE HOUSING APPLICATION**

Name _____ Home Tel. # _____

Address _____ Work Tel. # _____

City _____ Cell Phone # _____

State _____ Zip _____ E-Mail Address _____

Social Security # _____ Number of Persons
In Household _____

HOUSEHOLD MEMBERS:

Please list **ALL** household members regardless of age who will occupy the affordable unit:

Name	Age	Date of Birth	Gender	SS#	Relationship
					Self

MINORITY STATUS:

You are requested to complete the following section in order to assist in determining minority goals:

	Applicant	Co-Applicant	Dependent
Black:	_____	_____	_____
Hispanic:	_____	_____	_____
Cape Verdean:	_____	_____	_____
Asian:	_____	_____	_____
Pacific Islander:	_____	_____	_____
Native American	_____	_____	_____
Other:	_____	_____	_____

Proof of preference such as Birth Certificate, Baptismal Certificate, Passport or other will be required prior to executing a Purchase and Sale Agreement.

EMPLOYMENT STATUS

Applicant's Name: _____
Occupation: _____
Name/Tel#/Address Present Employer: _____

Date of Hire: _____
Name & Title of Supervisor: _____
Annual Gross Salary: _____

Co-Applicants Name: _____
Occupation: _____
Name/Tel#/Address Present Employer: _____

Date of Hire: _____
Name & Title of Supervisor: _____
Annual Gross Salary: _____

If other adult household members are employed, please attach a separate sheet with their current employment information.

Do you have a home to sell? _____ Yes _____ No
If so, approximately how much do you still owe on your home? _____

INCOME INFORMATION:

Please complete the following information for all persons receiving income in the household at the time of application. Household income includes gross wages, retirement income (if drawing on it for income), business income, veterans benefits, alimony/child support, unemployment compensation, social security, pension/disability income, supplemental second income and dividend income.

In addition to completing the following, please attach all income documentation including:

- Five most recent pay stubs
- Social security documentation
- Pension documentation
- Entire tax returns and W-2's for the last three years

Applicant

Salary: \$ _____

Interest & Dividends: \$ _____

Veteran's Benefits: \$ _____

Alimony/Child Support: \$ _____

Other Income: \$ _____

TOTAL INCOME: \$ _____

Co-Applicant

Salary: \$ _____

Interest & Dividends: \$ _____

Veteran's Benefits: \$ _____

Alimony/Child Support: \$ _____

Other Income: \$ _____

TOTAL INCOME: \$ _____

Assets (Liquid, such as cash, stocks, bonds, etc.)

BORROWER:

NAME ON ACCOUNT: _____

BANK NAME: _____

BANK ADDRESS: _____

SAVINGS: _____

CHECKING: _____

(Attach a copy of last 3 months activity for both checking and savings accounts)

MONETARY GIFT: _____

(Attach a gift letter, from the person giving the gift, indicating their source of funds and no repayment is expected.)

STOCK/BONDS: _____

(Attach a copy last three Stocks and Bonds Investment Portfolio Statements)

CO-BORROWER:

NAME ON ACCOUNT: _____

BANK NAME: _____

BANK ADDRESS: _____

SAVINGS: _____

CHECKING: _____

(Attach a copy of last 3 months activity for both checking and savings accounts)

MONETARY GIFT: _____

(Attach a gift letter, from the person giving the gift, indicating their source of funds and no repayment is expected.)

STOCK/BONDS: _____

(Attach a copy last three Stocks and Bonds Investment Portfolio Statements)

DEED RIDER SUMMARY

The purpose of this summary is intended to be informational only and it is not a substitute for independent legal advice. It is intended to highlight some of the obligations a purchaser will have upon resale. The Deed Rider is an especially important legal document; in part it ensures that the unit remains affordable for future buyers of your property. Purchasers are encouraged to read carefully and to seek legal counsel to have a full understanding of their obligations of the Deed Rider in its entirety.

All of the deeds for the units designated as affordable will have a deed rider, which you will be required to sign. The rider in part will insure that the unit will stay affordable in perpetuity.

Assuming you qualify, you will be given an opportunity to purchase a home at a substantial discount (determined by the "Resale Price Multiplier") of the property's fair market value.

However, at a minimum the purchaser must agree as follows:

PRINCIPAL RESIDENCE

To occupy the unit as a principal residence, where you regularly live, eat, sleep, are registered to vote, etc.

LEASING AND REFINANCING

You may not rent or lease your home without the prior written consent of the Monitoring Agent. In addition, you must notify the monitoring agent if you are going to refinance your mortgage.

NOTICES WHEN SELLING YOUR HOME

When you wish to sell your unit, you must notify the Town and CHAPA. This notice is referred to as the “Conveyance Notice” in the Deed Rider. The notice must include the Resale Price Multiplier (see below) and the maximum resale price, which CHAPA must approve.

MAXIMUM RESALE PRICE

The Maximum Resale Price is limited by the percentage change in the area median income, with credit for certain capital improvements.

As an example only, the maximum resale price is calculated assuming a base number (most recent published Area Median Income as determined by HUD). At the time of initial sale the AMI is \$82,600 and the initial sales price is \$160,000, the resale price multiplier would equal 1.94. ($160,000/82,600=1.94$)

Upon resale, assuming the base number has increased to \$92,000 and the cost of approved capital improvements (ex. new roof, \$5,000), the maximum resale price would be calculated as follows:

Base number 92,000 x 1.94	= 200,560 plus
Resale fee (defined in Deed Rider)	= 5,014 plus
Resale fee is equal to 2.5% of the new area median income say \$92,000 (2.5% x92,000 = 2,125) multiplied by the resale price multiplier (2,125 x 2.18 = 4,632)	
Approved Capital Improvements (new roof)	= <u>5,000</u>

THE MAXIMUM RESALE PRICE OF \$210,192

There is no guarantee that you will be able to sell your unit for the maximum resale price.

RESALE PROCESS

Once the Hudson Housing Authority, as Monitoring Agent, receives the notice to sell, Hudson Housing Authority has 90 days to find an eligible buyer (a homebuyer whose income is at or below 80% of the area median income and who meets the asset limit). The Town can also decide within those 90 days to purchase the home. Hudson Housing Authority may ask you to hire a broker to help with the resale.

If the Hudson Housing Authority finds an eligible buyer within the 90 day period, an Eligible Purchaser Certificate will be issued to the new buyer. The certificate states that the sale complies with the Deed Rider. If the Town purchases your home, a Municipal Purchaser Certificate is issued.

If the Hudson Housing Authority finds an eligible buyer within 90 days, but that buyer cannot obtain financing or is otherwise unable to purchase the home, the Hudson Housing Authority can receive an extension of an additional 60 days.

If 120 days pass from the date of the Conveyance Notice, and the Hudson Housing Authority cannot find an eligible buyer and the Town does not want to purchase the home, you have up to 6 months to sell your home on the open market at 95% of the appraised value (determined by an appraiser and approved by the Hudson Housing Authority). However, any gain you make above the maximum resale price will be paid directly to the town's Affordable Housing Trust. You cannot keep the additional gain.

Upon receipt of the additional funds gained, the Town will issue a Compliance Certificate that states that the Town received the funds. This is given to the new buyer and the Hudson Housing Authority and is recorded. This certificate releases the new buyer from any further obligations with respect to the Deed Rider and its restrictions for resale.

IN CASES OF FORECLOSURE

If you do not pay your mortgage on time, or if you fall behind on payments, your bank or mortgage company has the right to take your unit by foreclosing on the mortgage.

In the case of foreclosure, the bank or mortgage company that holds your mortgage should notify the Hudson Housing Authority and the town 60 days before foreclosure proceedings begin or before the bank accepts the unit in lieu of foreclosure.

During that 60 day period, if it is determined that the remaining principal balance of the mortgage does not exceed the calculated maximum resale price, then the Deed Rider restrictions do not apply to any new buyer that purchases the foreclosed home. Also during that 60 day period, the Town can decide to purchase the home for the greater of the remaining principal mortgage balance, or the calculated maximum resale price.

If the unit is foreclosed upon and sold for a price higher than either the remaining principal balance or the maximum resale price (whichever is higher) than the excess should be paid to the Town for its Affordable Housing Trust.

I/We have read the above Deed Rider Summary and understand my/our obligation thereunder or we shall see a legal or other counsel to understand our obligations. We further understand that a copy of the Deed Rider is on file at Delphic Associates of 651 Orchard Street, Suite 308, New Bedford, MA 02744 during normal business hours. Also, the Deed Rider

may be downloaded at www.masshousing.com or CHAPA's website at www.CHAPA.org.

Purchaser Signature

Date

Purchaser Signature

Date

DISCLOSURE FORM

PLEASE CHECK THE FOLLOWING ITEMS THAT APPLY TO YOU:

_____ I/We certify that at least one member of our household qualifies as a Minority Applicant.

_____ I/We certify that at least one member of our household is at least 55 years of age or older.

I/We further certify that our household is _____ persons; and

that our household income does not exceed the income limits provided in the Information Packet; and

that our household is able to provide the minimum down payment required for the home buyer program; and

I/We have attached as required a pre-approval letter from a lender; and

I/We certify that I/we have read the Deed Rider Summary and understand the purchaser obligation there under or shall seek legal or other counsel for further explanation and understanding; and

I/We certify that the information in this application and in support of this application is true and correct to the best of my/our knowledge and belief under full penalty of perjury. I/We understand that perjury will result in disqualification from further consideration.

I/We further hereby authorize the Developer, Delphic Associates, CHAPA and the Hudson Housing Authority to inquire of credit agencies, employer, banking institutions and lending institutions to allow and assist them to determine my/our determination of eligibility of an affordable unit. In addition, we hereby authorize any lender, mortgage company or mortgage broker to whom we apply for a mortgage in conjunction with our application to release any and all information

regarding our loan application. This authorization includes all mortgage application information provided to the lender including, but not limited to credit reports, other loan applications, assets, employer information, etc.

Information missing from the application, including, but not limited to the following could be considered an incomplete application, thus being ineligible for the program.

- Lender pre-approval letter
- Income documentation (as indicated on checklist)
- Local preference documentation

APPLICANT SIGNATURE

DATE

CO-APPLICANT SIGNATURE

DATE

APPLICATION CHECKLIST

Your application is not considered complete without the following documents. Incomplete or ineligible applications will not be eligible.

- Completed and signed application
- All income documentation including five most recent pay stubs, entire tax returns and W-2's for the last year, and any additional income documentation such as but not limited to (social security, pension, alimony and child support income)
- All asset information including the last 3 checking and savings account bank statements, evidence of the value of CD's, brokerage statements, etc.
- A pre-qualification/pre-approval letter from a bank or mortgage company indicating your household qualifies for a mortgage sufficient enough to purchase a home at THE ESPLANADE, Main St., Hudson, MA
- Initial the Deed Rider Summary
- Narrative stating each borrowers work history for last 2 years (attach to application)
- Applicant shall provide documentation to be considered within the Local Priority group

Mail your application CERTIFIED RETURN RECEIPT to:

**Delphic Associates, LLC
651 Orchard Street, Suite 308,
New Bedford, MA 02744
Attention: Susan Lapointe**