

CUSTOMER

Name: _____
First MI Last Salutation

_____/_____/_____
Social Security Number Birthdate

Street

City State Zipcode

Home: (_____) _____ - _____ **Work:** (_____) _____ - _____ Ext. _____
Pager: (_____) _____ - _____ **Fax:** (_____) _____ - _____
Mobile:(_____) _____ - _____ **E-Mail:** _____

Marital Status (please circle): Single Married Divorced Separated Widowed

Gender (please circle): Male Female **Disabled (please circle):** Yes No

Ethnicity (circle one): Hispanic Not Hispanic

Race (select one):

Single Race: ___ American Indian/Alaskan Native ___ Native Hawaiian or Other Pacific Islander
 ___ Asian ___ Black or African American ___ White

Multi-Race: ___ American Indian or Alaskan Native **and** White
 ___ American Indian or Alaskan Native **and** Black or African American
 ___ Black or African American **and** White
 ___ Asian **and** Black ___ Other Multiple Race

Current Housing Arrangement (please circle):

Homeowner with mortgage Homeowner with a mortgage paid off
 Does not pay rent Rent Homeless

First-Time Buyer? Yes No

Household Type? Single Adult Married without children Other
 Female-Headed Single Parent Married with children
 Male-headed Single Parent Two or more unrelated adults

Family/Household Size: _____ *How many dependents (other than those listed by any coborrower)?* _____

What ages are they? _____, _____, _____, _____, _____, _____, _____

Are there non-dependents who will be living in the home? Yes No **If yes, list below:**

Relationship Age Relationship Age

Annual Gross Family/Household Income (from ALL income sources): \$ _____

Education (please circle one):

Below High School Diploma Two-Year College Graduate Degree
 High School Diploma or Equivalent Bachelors Degree

Referred to HomeOwnership Center by (please circle all that apply):

Print Advertisement Bank TV Walk-In Staff/Board Member
 Radio Realtor Government Friend

If you were referred by a bank or Realtor, which one? _____

EMPLOYMENT

Primary Employer: _____

_____		_____	
Title		Hire Date	
_____		_____	
Street		Suite	
_____		Phone: (____) _____ - _____	
City			
_____		Part-Time or Full-Time (Please Circle)	
State		Zipcode	
_____		_____	
Gross Income (before taxes): \$ _____			
Is this amount paid ___ hourly ___ weekly ___ every two weeks ___ twice a month ___ annually			

Secondary Employer: _____

_____		_____	
Title		Hire Date	
_____		_____	
Street		Suite	
_____		Phone: (____) _____ - _____	
City			
_____		Part-Time or Full-Time (Please Circle)	
State		Zipcode	
_____		_____	
Gross Income (before taxes): \$ _____			
Is this amount paid ___ hourly ___ weekly ___ every two weeks ___ twice a month ___ annually			

If employed for LESS THAN TWO years at one place, continue listing employers on a separate sheet of paper.

CO-APPLICANT EMPLOYMENT

Primary Employer: _____

_____		_____	
Title		Hire Date	
_____		_____	
Street		Suite	
_____		Phone: (____) _____ - _____	
City			
_____		Part-Time or Full-Time (Please Circle)	
State		Zipcode	
_____		_____	
Gross Income (before taxes): \$ _____			
Is this amount paid ___ hourly ___ weekly ___ every two weeks ___ twice a month ___ annually			

Secondary Employer: _____

_____		_____	
Title		Hire Date	
_____		_____	
Street		Suite	
_____		Phone: (____) _____ - _____	

Gross Income (before taxes): \$ _____			
Is this amount paid ___ hourly ___ weekly ___ every two weeks ___ twice a month ___ annually			

If employed for LESS THAN TWO years at one place, continue listing employers on a separate sheet of paper.

PERSONAL PROFILE INTAKE FORM (continued)

INCOME

<i>Type of Income</i>	<i>CUSTOMER Monthly Amount</i>	<i>CO-APPLICANT Monthly Amount</i>
Salary		
Alimony/Child Support		
Rental Income		
Pension Income		
Public Assistance		
Self-employment Income		
Dependent SSI Income		
Disability Income		
Seasonal Employment		
Other		

Can you document your child support/alimony income? Yes No
If yes, how long will it continue? _____

If your child or a family member receives SSI, how many more years will the payments continue? _____

If you receive disability income, is it for a permanent disability? Yes No

Regarding seasonal employment, have you worked in this field for two years or more? Yes No

LIABILITIES/DEBT

Please list any debts you have, including credit cards, auto loans, student loans, and child-care expenses. Do NOT include rent or utilities.

<i>Paid To</i>	<i>Account #</i>	<i>Whose Debt? (C=Customer, A=Co-Applicant)</i>	<i>Current Balance</i>	<i>Interest Rate</i>	<i>Monthly Payment</i>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Please use additional sheets if necessary.

	<i>CUSTOMER</i>		<i>CO-APPLICANT</i>	
	Yes	No	Yes	No
Have your payments been made on time?	Yes	No	Yes	No
Are you currently in Chapter 13 bankruptcy?	Yes	No	Yes	No
<i>If yes, when did it begin?</i> _____				
<i>If yes, when will it be paid out?</i> _____				
<i>If yes, how much is the payment?</i> _____				
Have you had a Chapter 7 bankruptcy?	Yes	No	Yes	No
<i>If yes, when was it discharged?</i> _____				

PERSONAL PROFILE INTAKE FORM (continued)

LIQUID FUNDS/SAVINGS/INVESTMENTS

Please list the approximate value of the following:

	<i>CUSTOMER</i>	<i>CO-APPLICANT</i>
Checking account		
Savings account		
Cash		
CDs		
Securities (stocks, bonds, etc.)		
Retirement account		
Other		

Are you about to receive additional funds (e.g., tax refunds, property sales, etc.)? (circle) Yes No
 If yes, how much? \$ _____

LIVING EXPENSES

	<i>CUSTOMER</i>	<i>CO-APPLICANT</i>
Current monthly rent or mortgage		

ADDITIONAL INFORMATION

	<i>CUSTOMER</i>		<i>CO-APPLICANT</i>		
Have you owned a home in the last three (3) years?	Yes	No	Yes	No	
Are you a Veteran	Yes	No	Yes	No	
Do you have a contract on a house at this time?	Yes	No	Yes	No	
Are you currently working with a real-estate agent?	Yes	No	Yes	No	
Most convenient time for an individual appointment?	___ AM	___ PM			
Days Available:	___ Monday	___ Tuesday	___ Wednesday	___ Thursday	___ Friday

AUTHORIZATION

I authorize HomeWorks of Virginia/CHPC's HomeOwnership Center to:

- (a) Pull my credit report to review my credit file for housing counseling in connection with my pursuit of a loan to purchase real property;
- (b) Pull my credit report and review my credit file for informational inquiry purposes; and
- (c) Obtain a copy of the HUD-1 settlement statement when I purchase a home from the lender who made me a loan or the title company that closed the loan.

Customer _____

Date _____

Co-Applicant _____

Date _____