



CENTRAL APPALACHIA EMPOWERMENT ZONE OF WEST VIRGINIA

P.O. Box 176
Clay, WV 25043

Phone: 304/587-2034
Fax: 304/587-2027

PREQUALIFICATIONS

The Prequalification process gives the Central Appalachia Empowerment Zone of WV an opportunity to see if a potential applicant appears to meet basic eligibility requirements to obtain a loan for New Construction or Home Repairs from various lenders.

This is based on information about the household members, the income in the household, the debts, expenses and the credit history of the potential applicants.

RESULTS OF THE PREQUALIFICATION ARE UNOFFICIAL AND MAY CHANGE WHEN ALL ESTIMATED INFORMATION IS VERIFIED.

If you wish to complete the Prequalification process, please do the following:

1. Complete the PREQUAL INFORMATION Sheet
2. Sign & Date the Authorization to Release Information
(Separate ones to be signed by the Applicant and Co-Applicant)

If you have any questions or need additional information, call 304-587-2034.

When completed, please mail the Prequal Information Sheets and the Authorization Forms to:

***Central Appalachia Empowerment Zone
PO Box 176 (135 Main Street)
Clay, WV 25043***





CENTRAL APPALACHIA EMPOWERMENT ZONE OF WEST VIRGINIA

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Clay, WV 25043

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ALL CLIENTS: Please bring or mail the completed Pre-Qualification Information sheets, signed Authorization Forms and the documents listed below to your scheduled appointment.

PLEASE BRING ONLY WHAT APPLIES TO YOUR CURRENT HOUSEHOLD

1. Complete the Pre-Qualification Information Sheets
2. Name, address, phone number of current and 1 year prior employer(s), if applicable
3. Name, address and **account number** of all **checking** and **savings** accounts
4. **Name, address, and account number** of any other income such as Social Security Insurance, Retirement, Disability, AFDC, etc.
5. Name, address, account number of all monthly bills owed such as credit cards and installment debt
6. Copies of most recent pay stubs – all employers
7. Copies of last year W-2 statements **and** Tax Returns
8. Copies of last year 1040 – only if self-employed
9. Copy of property tax receipt, **if** you own property
10. Copy of Deed **if** you own property
11. At least three (3) estimates of work that needs to be completed **if** applying for a home repair loan

If you have any questions, please call the CAEZ office at 304-587-2034. *Thank You*



OFFICE USE ONLY	
Date: _____	Time: _____
_____ Repair	_____ CHDO / County _____

PREQUAL INFORMATION

Applicant Name: _____ Co-Applicant Name: _____

Address: _____ Address: _____

Telephone: (_____) _____ Marital Status: _____ Telephone: (_____) _____ Marital Status: _____

Gender: M or F Gender: M or F

Female Head of Household: Y or N Family size: _____

Any special needs? _____

Social Security #: _____ Social Security #: _____

Date of Birth: _____ Age: _____ Date of Birth: _____ Age: _____

Employer: _____ Employer: _____

Current Employment: _____ years _____ months Current Employment: _____ years _____ months

Address: _____ Address: _____

Telephone: (_____) _____ Telephone: (_____) _____

Income:

Monthly Wage Income: \$ _____ Hourly Rate: \$ _____ Monthly Wage Income: \$ _____ Hourly Rate: \$ _____

Before Deductions / Paid: Wkly Every 2 wks Twice Mthly Before Deductions / Paid: Wkly Every 2 wks Twice Mthly

Hours Worked Per Week: _____ Hours Worked Per Week: _____

Non-Wage Income: *Indicate who in the household receives this income by circling A for applicant; C for co-applicant or O for other household member.*

Food Stamps \$ _____ A C O AFDC/TANF \$ _____ A C O SS/SSI \$ _____ A C O

Foster Care \$ _____ A C O Child Support / Alimony \$ _____ A C O Other Income \$ _____ A C O

Specify Other Income _____

Other Household Members:

Other Adult _____ Age: _____ DOB: _____ Income \$ _____ Full Time Student: Y N

Child _____ Age: _____ DOB: _____ Income \$ _____ Full Time Student: Y N

Child _____ Age: _____ DOB: _____ Income \$ _____ Full Time Student: Y N

Child _____ Age: _____ DOB: _____ Income \$ _____ Full Time Student: Y N

Applicant Name: _____

Assets:

Checking: Bank: _____ Acct #: _____ Amount \$ _____

Savings: Bank: _____ Acct #: _____ Amount \$ _____

Stocks/Bonds/CDs:\$ _____

Do you own real estate? Y or N Where? _____ Acreage: _____ Value: \$ _____

Do you currently have a mortgage payment? Y or N _____ Mthly Payment Amount: \$ _____

Do you rent? Y or N Landlord Name: _____ Landlord Phone: (_____) _____

Landlord Address: _____

Monthly Rent Amount: \$ _____ How long have you rented at the above address? _____ (2 yr. rent history is to be verified)

Debts:	Monthly Payment	Approximate Balance	Monthly Living Expenses	Amount
Car/Truck	\$ _____	\$ _____	Water/Sewer	\$ _____
Other Vehicle/Equipment	\$ _____	\$ _____	Electric	\$ _____
Medical Bills	\$ _____	\$ _____	Gas	\$ _____
Credit Cards	\$ _____	\$ _____	Trash	\$ _____
	\$ _____	\$ _____	Cable	\$ _____
	\$ _____	\$ _____	Telephone	\$ _____
Child Support Payments	\$ _____	\$ _____	Auto Insurance	\$ _____
Day Care Expense	\$ _____	\$ _____	Life Insurance	\$ _____
Any Other Debts	\$ _____	\$ _____		
	\$ _____	\$ _____		
	\$ _____	\$ _____		
	\$ _____	\$ _____		
	\$ _____	\$ _____		
Total:	\$ _____	\$ _____		\$ _____

Are you a first-time homebuyer? YES or NO

Credit:

List any derogatory credit that may appear on your credit report: _____

Describe your housing needs: (New Home, Repairs, Well, Septic, etc.) _____

What county do you *currently* reside in?

What county do you *wish* to live in? _____

Applicant: _____ **Co-Applicant:** _____ **Date:** _____

INFORMATION FOR GOVERNMENT MONITORING PURPOSES

The following information is requested by the Federal Government for certain types of loans related to a dwelling in order to monitor the lender's compliance with equal credit opportunity, fair housing and home mortgage disclosure laws. You are not required to furnish this information, but are encouraged to do so. The law provides that a lender may not discriminate either on the basis of this information, or on whether you choose to furnish it. If you furnish the information, please provide both ethnicity and race. For race, you may check more than one designation. If you do not furnish ethnicity, race, or sex, under Federal regulations, this lender is required to note the information on the basis of visual observation and surname if you have made this application in person. If you do not wish to furnish the information, please check the box below. (Lender must review the above material to assure that the disclosures satisfy all requirements to which the lender is subject under applicable state law for the particular type of loan applied for.)

<input type="checkbox"/> BORROWER <input type="checkbox"/> I do not wish to furnish this information	<input type="checkbox"/> CO-BORROWER <input type="checkbox"/> I do not wish to furnish this information	
Ethnicity: <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	Ethnicity: <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	
Race: <input type="checkbox"/> American Indian or <input type="checkbox"/> Alaska Native <input type="checkbox"/> Native Hawaiian or <input type="checkbox"/> White <input type="checkbox"/> Other Pacific Islander	Race: <input type="checkbox"/> American Indian or <input type="checkbox"/> Alaska Native <input type="checkbox"/> Native Hawaiian or <input type="checkbox"/> White <input type="checkbox"/> Other Pacific Islander	
Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male Sex:	<input type="checkbox"/> Female <input type="checkbox"/> Male	
To be Completed by Interviewer This application was taken by: <input type="checkbox"/> Face-to-face interview <input type="checkbox"/> Mail <input type="checkbox"/> Telephone <input type="checkbox"/> Internet	Interviewer's Name (print or type)	
	Name and Address of Interviewer's Employer	
	Interviewer's Signature Date	
	Interviewer's Phone Number (incl. area code)	

BORROWER SIGNATURE AUTHORIZATION

PART I General Information	
1. Borrower(s) Name and Address:	2. Lender Name and Address:
3. Date	4. Loan Number
<p>I hereby authorize the Lender to verify my past and present employment earnings records, bank accounts, stock holdings, and any other asset balances that are needed to process my mortgage loan application. I further authorize the Lender to order a consumer credit report and verify other credit information, including past and present mortgage and landlord references. It is understood that a copy of this form will also serve as authorization.</p> <p>The information the lender obtains is only to be used in the processing of my application for a mortgage loan.</p>	
_____	_____
Borrower	Date
_____	_____
Borrower	Date
_____	_____
Co-Borrower	Date
_____	_____
Co-Borrower	Date
<p>Privacy Act Notice: This information is to be used by the agency collecting it or its assignees in determining whether you qualify as a prospective mortgager under its program. It will not be disclosed outside the agency as required and permitted by law. You do not have to provide this information, but if you do not, your application for approval as a prospective mortgager or borrower may be delayed or rejected. The information requested in this form is authorized by Title 38 USC Chapter 37 (if VAK by 12 USC Section 1701 et. seg. (if HUD/FHA): by 42 USC Section 1452b (if HUD/CPD): and Title 42 USC 1471 et. seg. Or 7 USC 1921 et. seg. (if USDA/FmHA).</p>	