



**TOWN OF TRUCKEE
FIRST-TIME HOMEBUYER
DOWNPAYMENT ASSISTANCE PROGRAM
APPLICATION CHECKLIST
(RETURN WITH APPLICATION PACKAGE)**

A complete application package includes the following:

Included:
(check one)

- Yes Application Checklist
- Yes Application form
- Yes Self-Certification of Household Income form
- Yes Local Eligibility Requirement form
- Yes Pre-approval from mortgage lender
- Yes Fair Lending Notice form
- Yes Federal income tax return (all household member over 18 years of age).
- Yes N/A* Verification of Employment form (one for each employer for all household members over 18 years of age).
- Yes N/A* Wage stubs for the past 60 days for each employer for each household member over 18 years of age.
- Yes N/A* Copies of bank statements for each banking account for each household member over 18 years of age.
- Yes N/A* Asset information, should include copies of statements for retirement accounts, certificates of deposit, stocks, bond, real estate, 401k's, IRA's, etc.
- Yes N/A* Benefit statements (unemployment, social security, disability, etc.)

___ Yes ___ N/A* Provide documentation of any child support and/or spousal support received by any members of your household.

VERY IMPORTANT: It is possible that some of the above requested documentation does not apply to you or your household. If you check N/A (non-applicable) attach a brief, written explanation and include with this form. Example: No member of my/our household receives any child support or spousal support. DO NOT ignore any of these items. Incomplete applications will be returned to the applicant.

Signed: _____ Date: _____
(applicant)

Signed: _____ Date: _____
(co-applicant)