



For Office Use Only
Date Received:
Application # :

**Pre-Qualification Form for Homeownership**

Mail, drop off, or email completed form to:

HFHMK

8055 Overseas Hwy

Marathon, FL 33050

[fsm@habitatmiddlekeys.org](mailto:fsm@habitatmiddlekeys.org)

Questions? Call us at 305-743-9828 ext 2



**Section 1 - Applicant(s) Information**

**Applicant Name:** \_\_\_\_\_  
 Current Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Mailing Address (If Different): \_\_\_\_\_  
 Current Occupation/Position: \_\_\_\_\_  
 Name of Employer/Business: \_\_\_\_\_  
 Time in current position: \_\_\_\_\_  
**If less than 12 mo**  
 Previous Occupation/Position: \_\_\_\_\_  
 Previous Employer/Business: \_\_\_\_\_

**Co-Applicant Name:** \_\_\_\_\_  
 Current Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Current Occupation/Position: \_\_\_\_\_  
 Name of Employer/Business: \_\_\_\_\_  
 Time in current position: \_\_\_\_\_  
**If less than 12 mo**  
 Previous Occupation/Position: \_\_\_\_\_  
 Previous Employer/Business: \_\_\_\_\_

Total number of people living in your home: \_\_\_\_\_

Names and ages of others living in your home (if any): \_\_\_\_\_

**Section 2 - Please circle Yes or No to the Following Questions**

	Applicant	Co-App
1) Have you lived outside of Monroe County during the past 12 mo?	Y / N	Y / N
2) Have you been unemployed for the last 12 mo or more?	Y / N	Y / N
3) Have you filed bankruptcy in the last 3 years?	Y / N	Y / N
4) Have you ever owned a home or been listed on a deed for property?	Y / N	Y / N
5) Have you ever tried to become pre-qualified for a mortgage loan with a bank?	Y / N	Y / N
6) Have you ever been convicted of a crime?	Y / N	Y / N

- 7) Is your current place of employment located in Marathon?  
 8) Are you willing to commit to the Habitat program which includes, but isn't limited to, the completion of 350 sweat equity hours and education classes?  
 9) Are you a US Citizen/hold a valid Green Card?  
 10) Did you file your 2019 tax return?  
 Your AGI as listed on Line 1 \_\_\_\_\_  
 11) Do all members in household listed above live with you 12 mo of the year?

Applicant	Co-App
Y / N	Y / N
Y / N	Y / N
Y / N	Y / N
Y / N	Y / N
Y / N	Y / N

If you answered "Y" to any of the questions 1-6, please explain:

If you answered "N" to any of the questions 7-11, please explain:

List your community involvement activities (can attach an extra sheet if necessary)

Briefly describe why you need to change your current living situation (attach an extra sheet if necessary)

**Section 3 - Income and Expenses Self-Declaration**

**Total Gross (Pre-tax) Monthly Household Income:** \_\_\_\_\_

**Applicant**  
 Gross Monthly wages: \_\_\_\_\_  
 Monthly SSI: \_\_\_\_\_  
 Monthly Alimony: \_\_\_\_\_  
 Monthly Child Support: \_\_\_\_\_  
 Monthly Disability: \_\_\_\_\_  
 Other taxable Income: \_\_\_\_\_  
 Other Income: \_\_\_\_\_

**Co-Applicant**  
 Gross Monthly wages: \_\_\_\_\_  
 Monthly SSI: \_\_\_\_\_  
 Monthly Alimony: \_\_\_\_\_  
 Monthly Child Support: \_\_\_\_\_  
 Monthly Disability: \_\_\_\_\_  
 Other taxable Income: \_\_\_\_\_  
 Other Income: \_\_\_\_\_

**Total Monthly Household Expenses:** \_\_\_\_\_

**Applicant**  
 Rent: \_\_\_\_\_  
 Alimony: \_\_\_\_\_  
 Child Support: \_\_\_\_\_  
 Car Payment: \_\_\_\_\_  
 Student Loan: \_\_\_\_\_  
 Other Expenses: \_\_\_\_\_  
 Other Loans: \_\_\_\_\_

**Co-Applicant**  
 Rent: \_\_\_\_\_  
 Alimony: \_\_\_\_\_  
 Child Support: \_\_\_\_\_  
 Car Payment: \_\_\_\_\_  
 Student Loan: \_\_\_\_\_  
 Other Expenses: \_\_\_\_\_  
 Other Loans: \_\_\_\_\_

Please fill in joint income/expenses under just one column - either applicant or Co-App

**Note documentation of all self declared information provided may be requested**

If your prequalifications meet our requirements, you will be given the opportunity to fill out our application.

