



Northeast Iowa Regional Housing Trust Fund

Landlord/For Profit

Loan Application

Our Mission

To ensure that the Northeast Iowa counties of Allamakee, Clayton, Howard, and Winnebago County residents have access to well-maintained, safe and affordable housing in both the rural and urban areas of each county.

**Northeast Iowa Regional Housing Trust Fund
Application for Housing Trust Fund Loan
2012**

A. SUMMARY

Applicant Name: _____

Contact Person: _____ Title: _____

Applicant Address: _____

City/State/Zip: _____

Phone: _____ FAX: _____

Email: _____

Fed. ID # or Social Security #: _____

Loan Amount Requested: \$ _____

Type of Applicant:

Landlord Other: _____

If Corporation, Date Established: _____

B. PROPERTY INFORMATION

Property Address: _____

City/State/Zip: _____

Type and number of unit(s): _____

Year Built: _____

C. Describe in detail the proposed "project" being undertaken:

D. What is the expected start date of the project? _____

What is the expected completion date? _____

E. Have you started any part of the project? _____ yes _____ no

If yes, please describe:

F. How will this project benefit low income residents in Allamakee, Clayton, Howard or Winneshiek County?

G. ENCLOSE A COPY OF THE FOLLOWING DOCUMENTS, AS APPLICABLE:

Landlords/For Profit:

- a. Letter from the Bank(s) on clients credit, or ability to pay.
- b. Personal Financial Statement.
- c. Proof of ownership.
- d. Signed assurances page.
- e. Lease (tenants)
- f. Tenant income verifications, (Most recent income tax form) and other documents if requested.
- g. Provide verification of insurance
- h. Provide the legal description of the property to be rehabilitated. (The abstract or the Records office at the court house will have this information.)

H. PAST EXPERIENCE

Briefly describe three past housing projects that demonstrate your landlord experience. You may attach plans or photographs if you wish.

Project Title and Description	Number of Units	Year Completed	Total Project Cost
			\$
			\$
			\$

Financial Information:

Project Costs. Please attach corresponding quotes and bids

Detail of financing. Please attach letters evidencing existing loan commitments.

Explain form of applicant's contribution to the project. (i.e. loan, equity, etc.):

Identify all agencies or institutions involved in the project, and what their involvement is:

Explain why assistance is needed from the Northeast Iowa Regional Housing Trust Fund and cannot be obtained elsewhere:

I. EXPLANATIONS, ADDITIONAL COMMENTS:

J. AUTHORIZATION

To the best of my knowledge and belief, all data in this application are true and current.

I understand and agree that the Northeast Iowa Regional Housing Trust Fund and Upper Explorerland Regional Planning Commission will verify the information contained herein to determine the form of assistance. Verification will include obtaining a credit report for all applicants.

I hereby give my permission to the Northeast Iowa Regional Housing Trust Fund and Upper Explorerland Regional Planning Commission to research the applicant’s history, make credit checks, contact the applicant’s financial institution, and perform other related activities necessary for the reasonable evaluation of this application.

Signature: _____

_____ Date

Printed Name: _____

Title: _____

Assurances

The applicant hereby assures and certifies that he or she will comply with the regulations, policies, guidelines, and requirements, as they relate to the application, acceptance and use of the Northeast Iowa Regional Housing Trust Fund money for this project. Also, the applicant gives assurance and certifies with respect to the loan that:

- It possesses legal authority to apply for the loan, and to finance and construct the proposed project
- It will give the Northeast Iowa Regional Housing Trust Fund and Upper Explorerland Regional Planning Commission access to and the right to examine all records, and documents related to the loan.
- The project will be properly and efficiently administered, operated and maintained.
- It will cause work on the project to be commenced within a reasonable time after receipt of notification from the Board indicating that funds have been approved and that the project will be prosecuted to completion with reasonable diligence.
- It will not dispose of or encumber its title or other interests in the site and facilities during the period of the loan.

The applicant further agrees that in the event it fails to comply with its undertakings hereunder, the Northeast Iowa Regional Housing Trust Fund may call, cancel, terminate, accelerate repayment or suspend in whole or part the financial assistance provided or to be provided by the Trust Fund, and that NEIRHTF may take any other action that may be deemed necessary or appropriated to effectuate the requirements of this document.

The Applicant acknowledges that he or she has read, understood, and agrees to the provisions of the above document.

Date: _____

By: _____, _____
Title
_____, _____
Title

Attest: _____

This institution is an Equal Opportunity Provider
Esta institución es un Proveedor de Igual Oportunidad

Approved 12/10/2009