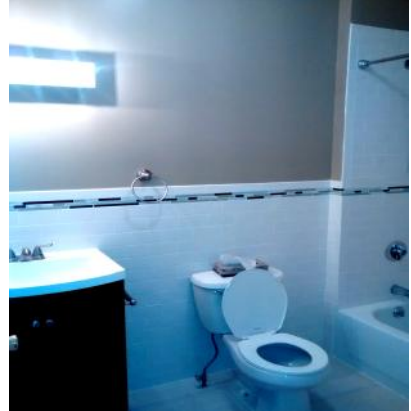




## Bergen Hill Homes



### Available Properties

60 Belmont Ave (2 Family): Sale Price \$ 260,000 | Minimum Income \$42,000 | \$1,050 P/Month

76 Belmont Ave (2 Family): Sale Price: \$285,000 | Minimum Income \$43,500 | \$1,100 P/Month

63 Gardner Ave (1 Family): Sale Price \$180,00 | Minimum Income \$50,000 | \$1,275 P/Month

### Return Application To:

Garden State Episcopal CDC  
Division of Housing and  
Community Development  
118 Summit Avenue  
Jersey City, NJ 07306

### For More Information:

Email: [realestate@gsecdc.org](mailto:realestate@gsecdc.org)

Visit: [www.gsecdc.org/bcu](http://www.gsecdc.org/bcu)

Call: 201-209-9301 Ext 315

Fax: 201-659-1028

*Sponsor: Garden State Episcopal CDC will accept applicants for our non-binding waiting list*

**Building Strong Communities**

## Eligibility Criteria

---

1. **Must be 1st time home buyer** - If you owned a home before, you must have sold it or removed your name from the deed 3 years prior to buying this housing
2. **Must have completed a first time home buyer training before closing-** You can apply without completing this. However, you must complete before we sell the home to you.
3. **Households cannot exceed the following income maximums** - Please account for income for ALL Household members that will occupy the unit. You must factor all benefits like child support, social security, unemployment and the like.

Household Size	Maximum Income
1 Person Household	\$ 42,950
2 Person Household	\$ 49,050
3 Person Household	\$ 55,200
4 Person Household	\$ 61,300
5 Person Household	\$ 66,250
6 Person Household	\$ 71,150
7 Person Household	\$ 76,050

4. **Must be able to obtain a prequalification from a mortgage company** within 15 days of receiving a notice of eligibility from GSECDC. The earlier you do this the better. This will allow GSECDC to confirm that you have the ability to secure financing from a lender.
4. **Must demonstrate a minimum of 3.5% of purchase price for down payment and savings for closing costs.** Minimum incomes apply as well (noted on page 1 of application for each home)
4. Minimum Income could be lower depending on down-payment and mortgage financing products.



## Documentation Required

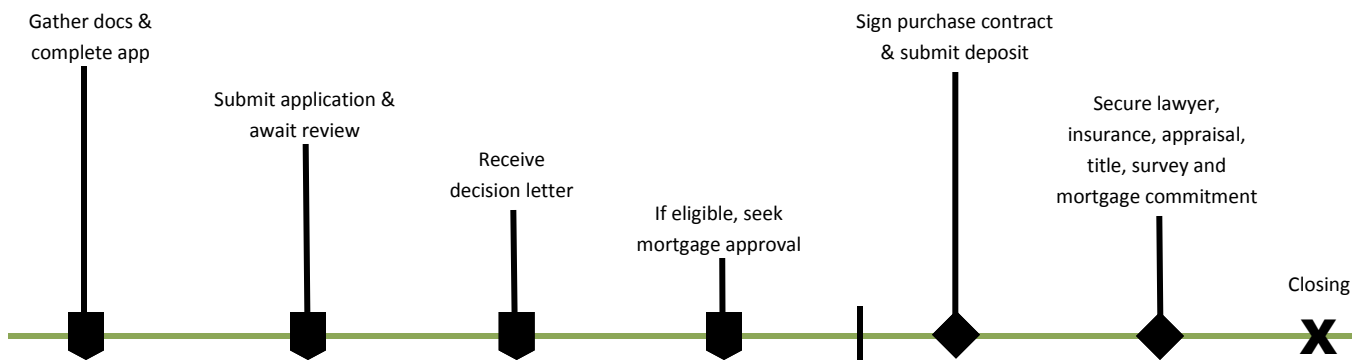
---

### Provide GSECDC with Copies (we will not accept originals) of the following:

- Copy of credit report for applicant and co-applicant.
- Copy of last two (2) full months pay stubs (self –employed: last two (2) quarters of profit / loss statements) for all household members. They must be consecutive.
- Letter from employer stating length of service and salary (on employer letterhead) for all household members and if overtime is mandatory or voluntary if applicable.
- Three (3) years federal AND state tax returns (w-2 forms attached) for household members 18 years and over.
- Copy of most recent savings AND checking account statements (3 months).
- Copy of most recent pension statement, if any.
- Proof of age (birth certificate or passport) for all household members.
- Social security card(s) for all household members.
- Verification of supplemental income if any, i.e.: child support, social security, welfare
  - Child support – court judgment or current 6 months check stubs
  - Social security – current statement of benefit letter
  - Welfare – letter from welfare stating amount of assistance
  - Other – provide evidence of any other benefits
- Verification of rent/rent receipts (6 months or notarized letter from landlord)
- Additional information may be required upon request based on your personal situation.

## Application and Purchase Timeline

---



## How To Credit Reports

---

**Please provide us with a credit Report from the 3 major reporting agencies.**

Under the Fair and Accurate Credit Transactions Act (FACT Act or FACTA) everyone in the US will be entitled to receive a free credit report from each of the three major credit bureaus once a year. If you find mistakes on your credit report, you have the right to have them corrected. Instructions on how to do so are included with the report and assistance is available from your homebuyer trainer.

You can instantly access your free credit report at: <http://www.annualcreditreport.com>

Alternatively you can request your report over the phone, or with the individual bureaus:

**Experian** (formerly TRW) 1-800-311-4769

2; 1; 1; SSN #; 1 (if it was entered correctly); zip code #; number portion of your street address #

Or [www.experian.com](http://www.experian.com)

**Trans Union** 1-800-888-4213

2; 2; SSN #; 1 (if it was entered correctly); 2 digit month of birth #; 4 digit year of birth #; zip code #; number portion of your street address #; say no

Or [www.transunion.com](http://www.transunion.com)

**Equifax** 1-800-685-1111

1; 1; zip code; number portion of your street address #; SSN; 3; 1 (to have only the last 4 digits of your SSN show on your report)

## List of Lenders for Affordable Mortgages

---

You may secure your preapproval and financing from any bank of your choice; however, the following lenders have special mortgage products for Affordable Housing.

**TD Bank**

Kathy Giarrusso  
201-997-1050

[Kathy.giarrusso@td.com](mailto:Kathy.giarrusso@td.com)

**Citi Bank N.A.**

Ramon Feliz  
1(551) 574-6014

[Ramon.Ernesto.Feliz@citi.com](mailto:Ramon.Ernesto.Feliz@citi.com)

**Capital One**

Crystal Moon-Boulware  
1(908) 208-7303

[Crystal.moonboulware@capitalone.com](mailto:Crystal.moonboulware@capitalone.com)

**PNC Bank**

Jack Granger Jr.  
1(973) 903-3252

[John.grangerjr@pncmortgage.com](mailto:John.grangerjr@pncmortgage.com)

**Bank of America**

Joao Jacinto  
732.535.2634

[joao.m.jacinto@bankofamerica.com](mailto:joao.m.jacinto@bankofamerica.com)



## Applicant Information

---

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Street: \_\_\_\_\_ Apt. # \_\_\_\_\_

Social Security #: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth (MM/DD/YY): \_\_\_\_\_ Gender: (Check One)  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Male  or Female

Primary Phone: \_\_\_\_\_ Check One:  
\_\_\_\_\_ (Home  or Cell )

Marital Status (Check One): Single  Married  Divorced

Alternate Phone: \_\_\_\_\_ Check One:  
\_\_\_\_\_ (Home  or Cell  Work )

Race (Check One): Black  White  Asian  Other

Ethnicity (Check One): Hispanic  Non-Hispanic

## Co-Applicant Information

---

### Frequently Asked Question: What is a co-applicant?

A co-applicant can be anyone, but most likely they are your husband or wife. As a co-applicant, co-signer or joint account holder, your financial responsibility is the same as the primary or other co-applicant. If the first fails to keep up payments, then you become responsible for the debt.

**Do you have a Co-Applicant? (Check One)** YES  NO

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Street: \_\_\_\_\_ Apt. # \_\_\_\_\_

Social Security #: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth (MM/DD/YY): \_\_\_\_\_ Gender: (Check One)  
\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Male  or Female

Primary Phone: \_\_\_\_\_ Check One:  
\_\_\_\_\_ (Home  or Cell )

Marital Status (Check One): Single  Married  Divorced

Alternate Phone: \_\_\_\_\_ Check One:  
\_\_\_\_\_ (Home  or Cell  Work )

Race (Check One): Black  White  Asian  Other

Ethnicity (Check One): Hispanic  Non-Hispanic



## Employment & Income Information

### APPLICANT: \_\_\_\_\_

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_ Started: (MM/YY) \_\_\_\_\_ / \_\_\_\_\_  
Street: \_\_\_\_\_ Ste. # \_\_\_\_\_ Gross Yearly Income (before taxes):  
\$ \_\_\_\_\_ (attach 2010 & 2011 W2)  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ How are you paid? (Check One):  
Weekly  Bi-Weekly  Semi-Monthly  Monthly

### CO-APPLICANT: \_\_\_\_\_

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_ Started: (MM/YY) \_\_\_\_\_ / \_\_\_\_\_  
Street: \_\_\_\_\_ Ste. # \_\_\_\_\_ Gross Yearly Income (before taxes):  
\$ \_\_\_\_\_ (attach 2010 & 2011 W2)  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ How are you paid? (Check One):  
Weekly  Bi-Weekly  Semi-Monthly  Monthly

### OTHER INCOME: \_\_\_\_\_

Self-Employment: \$ \_\_\_\_\_ Child Support/Alimony: \$ \_\_\_\_\_  
Gov. Assistance: \$ \_\_\_\_\_ Friends or Family: \$ \_\_\_\_\_  
(TANF, Food Stamps, SSI, Social Security, Unemployment or Veterans' Benefits)  
Pensions or Retirement: \$ \_\_\_\_\_ Investment Income: \$ \_\_\_\_\_  
Other: \_\_\_\_\_ \$ \_\_\_\_\_



## Family Composition

---

Total household size including yourself: \_\_\_\_\_ Number of dependents in household: \_\_\_\_\_

### Dependants' Information:

Age: \_\_\_\_\_ Check One: \_\_\_\_\_ Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Male  or Female

Age: \_\_\_\_\_ Check One: \_\_\_\_\_ Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Male  or Female

Age: \_\_\_\_\_ Check One: \_\_\_\_\_ Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Male  or Female

## Assets & Liabilities

---

Do you own a vehicle? (circle one): Yes  No  Outstanding Loan Amount: \$ \_\_\_\_\_

Do you own a business? (circle one): Yes  No  Value of Business: \$ \_\_\_\_\_

Outstanding Loan Amount: \$ \_\_\_\_\_

Do you own stocks/bonds, a pension, or other investments? (check one): Yes  No

Value of Investments: \$ \_\_\_\_\_

Do you have a checking account? (check one): Yes  No  In account: \$ \_\_\_\_\_

Do you have a savings account? (check one): Yes  No  In account: \$ \_\_\_\_\_

Do you currently pay rent? (check one): Yes  No  Monthly Amount: \$ \_\_\_\_\_

If no, why? \_\_\_\_\_

---

**Address of property (if any):** \_\_\_\_\_

*I CERTIFY THAT THE INFORMATION PROVIDED HEREIN IS TRUE, AND THAT IN THE EVENT OF MISREPRESENTATION MY "OFFER TO PURCHASE" WILL BE CANCELED.*

\_\_\_\_\_  
(APPLICANT'S SIGNATURE)

\_\_\_\_\_  
(DATE)

\_\_\_\_\_  
(CO-APPLICANT'S SIGNATURE)

\_\_\_\_\_  
(DATE)

