



COUNTY OF SUMMIT
THE HIGH POINT OF OHIO
RUSSELL M. PRY, EXECUTIVE

HOUSING REHABILITATION PROGRAM REQUIRED DOCUMENTATION

Dear Homeowner:

Since you have expressed an interest in applying for a County of Summit Housing Rehabilitation Loan, the following documents will be needed at the time of your financial review:

- A copy of the deed to your home
- A copy of your mortgage payment booklet/statement with account number, name and address of lender (detail if property taxes and homeowner's insurance are escrowed)
- A copy of your homeowner's insurance listing dwelling (house) \$ amount of coverage and annual premium
- A copy of your most recent real estate tax bill
- A copy of your 2008 and 2009 W-2 Statement of Earnings or #1099 Statement
- A copy of your 2008, and 2009 Federal Tax Return #1040 (must be signed and dated)
- A copy of your (6) most recent pay stubs
- Name, address, phone number, and dates of employment with all employer(s) for the past two years
- A copy of your Social Security Benefits Statements (Form SSA-1099)
- A copy of your pension stating monthly or yearly earnings
- A copy of your complete divorce documents/deed
- A copy of bankruptcy discharge (only if occurring before the five year limit)
- A copy of statement(s)/payment booklet(s) on any other outstanding loans or charge accounts owed – listing balances and minimum monthly payment amounts due
- A copy of **all** your most recent bills: utilities, phone/cell/pagers, furniture/appliance rentals, on-line computer services, cable bills, credit cards, etc.
- Copies of your last 6 months bank checking/savings account statements
- Additional information on any other expenses in your household, such as health/life/car insurance, child care expenses, tithes/offering, newspapers, etc.
- Be aware of your average monthly budget expenses regarding groceries, clothing, gasoline/car maintenance, prescriptions, entertainment, etc.

NOTE: Not all of the above documents pertain to your personal situation. Please provide ONLY the documents that are applicable to you. If you are married or applying for a joint loan, the above information will be required on all persons applying during the application. If you cannot make copies, we will be happy to do this for you at our office.

Please contact John Rutecki at (330) 643-2568 to make an appointment at your earliest convenience. Our office hours are Monday thru Friday between 7:30 a.m. and 4:00 p.m. The loan application appointment will take approximately 1 to 2 hours.

