

# habitat home repair application



Thank you for your interest in Habitat for Humanity's **Habitat Home Repair Program**. Habitat for Humanity promotes dignity and independence for low-income homeowners by addressing critical health and safety needs within their homes.

Each family must meet **all** of Habitat's homeowner selection requirements:

1. Have a demonstrated need for critical health and safety repairs
2. Household gross income must be within guidelines on Page 3
3. Be an owner-occupant within the City of St. Louis

This is an application for home repair service based on the three requirements mentioned above. Please complete all items. Items left blank or with no reply may deem this form as incomplete and may disqualify your request for home repair services. **Please note that funding for home repairs is limited and is not available in all locations. Habitat's ability to address your need is dependent on funding and project scope. Habitat does not do emergency repairs.**

**When submitting this application, please provide copies of your identification, proof of your income, homeownership and homeowners insurance. Please see page 5 for a checklist of these items.**

## Part 1 – Applicant Information

1. a. Applicant Name: \_\_\_\_\_ Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Co-applicant Name: \_\_\_\_\_ Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_
  - b. Marital status:      Single              Married              Widowed              Separated
  - c. Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_
  - d. Telephone number (with area code): \_\_\_\_\_

Alternative Telephone number (with area code): \_\_\_\_\_
2. What type of home do you own? (please check)

single-family detached home ☐    2-4 unit dwelling ☐    townhome ☐    condo ☐

a. How many bedrooms: \_\_\_\_\_ How many bathrooms: \_\_\_\_\_
3. Is your home in a flood zone?                      ■ Yes              ■ No



## Part 2 – Homeowner needs

4. a. Please indicate your immediate (MINOR) home repair and/or accessibility needs:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Fence/Deck Repair                    | <input type="checkbox"/> Minor Plumbing (toilet/faucet/trap)                 | <input type="checkbox"/> Tree Trimming / Landscaping    |
| <input type="checkbox"/> Code Violation Abatement             | <input type="checkbox"/> Minor Carpentry (falling cabinetry)                 | <input type="checkbox"/> Ceiling Fan or Fixture Install |
| <input type="checkbox"/> Minor Electric                       | <input type="checkbox"/> Handrails or Grab Bars                              | <input type="checkbox"/> Address Numbers                |
| <input type="checkbox"/> Minor HVAC (Duct Cleaning / Filters) | <input type="checkbox"/> Weatherizing / Insulation (Ext. Caulking)           | <input type="checkbox"/> Door Locks / Entry Security    |
| <input type="checkbox"/> Drywall Repair / Painting            | <input type="checkbox"/> Gutter / Siding/ Soffit / Fascia Cleaning or Repair | <input type="checkbox"/> Flooring Repair / Replacement  |

OTHER - PLEASE EXPLAIN:

## Part 3 – Household income and expenses

Please note that in this application process, you must meet all eligibility requirements, most specifically, HOUSEHOLD income. When submitting this application, please provide verification of all household income for each adult in the house (unless there is a full-time student with proof of registration provided and/or benefits for children).

5. Total number of household members currently living in your home: \_\_\_\_\_

6. List all household members and their information in the table below.

List of all household members	Age	Check all that apply	Relationship to head of household (spouse, child, other etc.)	Annual income (check all that apply)
Head of Household		<input type="checkbox"/> Disabled <input type="checkbox"/> Senior	<input type="checkbox"/> Female <input type="checkbox"/> Male	\$ _____ <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed
Name Member 2		<input type="checkbox"/> Disabled <input type="checkbox"/> Senior		\$ _____ <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed
Name Member 3		<input type="checkbox"/> Disabled <input type="checkbox"/> Senior		\$ _____ <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed
Name Member 4		<input type="checkbox"/> Disabled <input type="checkbox"/> Senior		\$ _____ <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed
Name Member 5		<input type="checkbox"/> Disabled <input type="checkbox"/> Senior		\$ _____ <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed
Name Member 6		<input type="checkbox"/> Disabled <input type="checkbox"/> Senior		\$ _____ <input type="checkbox"/> Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed

**\*\*Income documents for all persons living in the home, aged 18 and over, are required to determine gross household income.\*\***

7. Total, combined gross income (before taxes) for all persons living in the home is:  
\$ \_\_\_\_\_ per year.

8. Does your total household income fall below the income as indicated in the chart below?  
☐ Yes ☐ No

	1	2	3	4	5	6	7	8
HOUSEHOLD SIZE	\$40,770	\$54,930	\$69,090	\$83,250	\$97,410	\$111,570	\$125,730	\$139,890

9. Are you still making payments on your home? ☐ Yes ☐ No

10. Do you have a lien or reverse mortgage on your home? ☐ Yes ☐ No

11. Is your home in a trust? ☐ Yes ☐ No

12. Do you have homeowner's insurance? ☐ Yes ☐ No

## Part 4 – Additional information

13. Habitat for Humanity Saint Louis is required to verify ownership of the property and ensure applicant occupies the unit receiving assistance. Is this application for a property that is occupied by:

Applicant: ☐ Yes ☐ No

Co-applicant: ☐ Yes ☐ No

14. Are you a legal resident of the United States?

Applicant: ☐ Yes ☐ No

Co-applicant: ☐ Yes ☐ No

15. Are you on active military duty or a veteran?

Applicant: ☐ Yes ☐ No

Co-applicant: ☐ Yes ☐ No

16. With this application, I have included copies of **ALL** required documentation as follows (full check-list on page 5):

identification ☐ proof of income ☐ proof of homeownership and insurance ☐

How did you hear about our program? \_\_\_\_\_

## Part 5 – Homeowner agreement and release



I certify that the information on this application is accurate and that I own the property at the address listed on this application. I have no present intention to move or offer my home for sale to maintain this home as my primary residence.

I understand that by submitting this application, I am authorizing Habitat for Humanity to evaluate the need for critical repairs to my existing home, my ability to financially support requested services and my willingness to partner with Habitat for Humanity. I understand that this evaluation will include personal visits, a needs assessments and verification of income and homeownership. I have answered all questions on this application truthfully. I understand that if I have not answered any of these in a truthful manner, my application may be denied and that even if I have already been selected for the Program, I may be disqualified. The original or a copy of this application will be retained by Habitat for Humanity, even if the application is not approved.

With my signature below, I affirm that the information in this application is true to the best of my knowledge.

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Signature

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Date

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Signature (Co applicant)

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Date

**Mail or email this completed form to:**

**Habitat for Humanity of Saint Louis**  
**Attn: Habitat Home Repair Program**

**Email:** [homerepair@habitatstl.org](mailto:homerepair@habitatstl.org)

**Phone:** **314-400-0022**

We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there is no barrier to obtaining housing because of race, color, religion, sex, handicap, familial status or national origin.

**For Habitat Office use only:**

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**Application received by**

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**Date**

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**Application reviewed by**

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**Date**

# habitat home repair



Habitat for Humanity Saint Louis

# application checklist

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Please submit **COPIES** of the following **REQUIRED** documents otherwise, your application will not be processed. Habitat for Humanity Saint Louis WILL NOT ACCEPT original documents.

For Applicant and Co-Applicants only:

## Identification

- Driver's License or State Identification Card
- Other Government issued ID

## Proof of Income

**(minimum of 45 days' worth of income, turn in all that apply)**

- Employment Income
- Tax Return Form 1040
- W2
- Alimony
- Child Support
- TANF – Temporary Aid for Needy Families
- Social Security – Benefits
- Social Security – Survivor Benefits
- Social Security – Disability
- Supplemental Security Disability
- Unemployment
- Commission/Tips
- Other – Annuities, Dividends, Gratuities (statements)
- Two most recent bank statements: checking(s) and savings account(s)

## Homeownership

- Current Mortgage Statement/Payment Slip
- \*\*Note: this is not required if City of St. Louis assessor records show the applicant as property owner. \*\***

**Please attach copies of applicable documents to your application and return to:**

**Habitat for Humanity Saint Louis  
3830 S. Grand Blvd.  
Saint Louis, MO 63118**

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