|  |
| --- |
| **1. Applicant Information** |
| **Last Name:** | **First Name:** |
| **Address:**  | **Phone Number(s)** |
| **Email Address:** |
| **Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **National ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Passport#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****DP#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****BIR #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****NIS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Sex** * **Male**
* **Female**
 |
| **1(a). SOURCE OF INCOME**  |
| **Salary****$** | **Old Age Pension****$** | **Self-Employed****Income****$** | **National Insurance****$** | **Disability Grant****$** | **Other Source:****$** |
| **List source** |
| **Name and Address of Employer: (If self-employed, list type of work done):**  | **How long employed there:****\_\_\_\_ years \_\_\_\_\_ months**  |
| **2. co-Applicant Information** |
| **Last Name:** | **First Name:** |
| **Address:**  | **Phone Number(s)** |
| **Email Address:** |
| **Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **National ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Passport#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****DP#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****BIR #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****NIS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Sex** * **Male**
* **Female**
 |
| **2(a). SOURCE OF INCOME**  |
| **Salary****$** | **Old Age Pension****$** | **Self-Employed****Income****$** | **National Insurance****$** | **Disability Grant****$** | **Other Source:****$** |
| **List source** |
| **Name and Address of Employer: (if self-employed, list type of work done):**  | **How long employed there:****\_\_\_\_ years \_\_\_\_\_ months** |
| **TOTAL HOUSEHOLD INCOME** | **$** |
| **3. guarantor INFORMATION** |
| **Last Name:** | **First Name:** |
| **Address:**  | **Phone Number(s)** |
| **Email Address:** |
| **Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **National ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Passport#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****DP#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****BIR #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****NIS #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Sex** * **Male**
* **Female**
 |
| **3(A). SOURCE OF INCOME**  |
| **Salary****$** | **Old Age Pension****$** | **Self-Employed****Income****$** | **National Insurance****$** | **Disability Grant****$** | **Other Source:****$** |
| **List source** |
| **Name and Address of Employer: (if self-employed, list type of work done):**  | **How long employed there:****\_\_\_\_ years \_\_\_\_\_ months** |
| **4. HOUSEHOLD INFORMATION** |

**How many persons live in the household sincluding applicant and co-applicant?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Date of Birth** | **Relationship to** **Applicant** | **Please list any disabilities** | **Income** |
| **1.** |  | **APPLICANT** |  |  |
| **2.** |  | **CO-APPLICANT** |  |  |
| **3.** |  |  |  |  |
| **4.** |  |  |  |  |
| **5.** |  |  |  |  |
| **6.** |  |  |  |  |
| **7.** |  |  |  |  |
| **8.** |  |  |  |  |
| **9.** |  |  |  |  |
| **10.** |  |  |  |  |
| **11.** |  |  |  |  |
| **12.** |  |  |  |  |
| **TOTAL NUMBER OF PERSONS IN HOUSEHOLD** |  |  |
| **5. references** |  |

**List two persons who have known you for at least two years.**

**Note: These persons will be contacted if for any reason we cannot reach you.**

|  |  |  |
| --- | --- | --- |
| **1. Name :** | **Address:** | **Phone Number(s):** |
| **Email address:** |
| **2. Name:**  | **Address:** | **Phone Number(s):** |
| **Email address:** |
| **6. land tenure/location of land** |
| * **Freehold**
* **Leasehold**
* **Rented**
* **Squatter**
 | **Where is land located? Give Legal Street Address or Light Pole Number:** |
| **Write Directions to get to Property:** |
| **7. ASSISTANCE REQUESTED (CHECK ONE)** |
| **CONStruction** | **RENOVATION/****MICROBUILD**  | **COMPLETION**  | **OTHER** **lIST:** |
| **FOR CONSTRUCTION ONLY: DO YOU HAVE TOWN AND COUNTRY APPROVAL? YES\_\_\_\_\_ No\_\_\_\_\_\_****IF YES, PROVIDE COPY OF THE APPROVAL** |
| **8. MONTHLY EXPENSES** |

|  |  |
| --- | --- |
| **Expense Item** | **Amount** |
| **Rent** |  |
| **Electricity (Divide by 2 for monthly amount)** |  |
| **Cable TV** |  |
| **WASA (Divide by 3 for monthly amount)** |  |
| **Telephone (Include home and mobile bills)** |  |
| **Internet** |  |
| **Travel expenses (Total for each member of household)** |  |
| **Medical Expenses** |  |
| **School Expenses - Uniform, Books, etc. (Divide annual fees by 12)** |  |
| **Grocery** |  |
| **Market** |  |
| **Toiletries**  |  |
| **Home and/or Life Insurance (Divide annual by 12)** |  |
| **Loans/ Hire Purchase/Credit Card – Name of Creditor:** | **Outstanding balance:** | **Monthly Payment Amount** |
| **Car Number Plate** |  | **Car Payment Amount** |
| **Gas** |  |
| **Car Maintenance** |  |
| **Car Insurance (Annual total amount divided by 12)** |  |
| **Other Expenses: List** |  |
|  |  |
| **TOTAL EXPENSES** |  |
| **NET INCOME LEFT TO PAY LOAN (INCOME MINUS EXPENSES)** |  |
| **SIGNATURES (check boxes indicating where you agree)** |

* **I/We understand that all monies expended by Habitat for Humanity Trinidad and Tobago on my/our behalf for any construction purposes are LOANS that must be repaid and I/we will be required to sign a Mortgage, Loan Agreement or Promissory Note including the terms of the agreement. I/We also agree that if Habitat TT applies for any government subsidy on my/our behalf or I/we apply on my/our own for a government subsidy for land, the monies will come directly to Habitat TT and credited towards my/our account.**
* **I/We authorize Habitat for Humanity Trinidad and Tobago to verify the information provided on this form as to credit and employment history through a paid credit check. I/We understand that if the information I/we provided is determined to be inaccurate, my/our application could be denied and any prior approval revoked.**
* **I/We agree to complete 300 hours of sweat equity as per Habitat for Humanity Trinidad and Tobago policy. I/We agree to attend homeowner workshops sponsored by Habitat TT and understand that my/our failure to attend may result in my/our application not being approved, or any prior approval being revoked.**
* **I/We give Habitat for Humanity Trinidad and Tobago permission to use my/our profile and pictures in promotional material.**

Signature of Applicant:\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Co-Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I understand that as the Guarantor for this applicant, I will be signing the Mortgage or Loan Agreement or Promissory Note agreeing to act as Surety for this loan and that if the applicant(s) fail to repay the loan, I agree to be responsible for paying the loan and that Habitat TT may sue me to recover the outstanding balance.**

* **YES**
* **NO**

Signature of Guarantor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **FOR OFFICIAL USE ONLY** |
| Application Received by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Reviewed with Applicant by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **DOCUMENTS RECEIVED (PLEASE TICK)** |
| * **COPIES OF IDENTIFICATION CARDS**
 | * **EVIDENCE OF CITIZENSHIP**
 |
| * **COPIES OF BIRTH CERTIFICATE(S)**
 | * **COPIES OF MARRIAGE LICENSE**
 |
| * **COPY OF PROOF OF OWNERSHIP – LEASE, DEED OR PERMISSION TO OCCUPY LAND**
 | * **COPIES OF LAND TAX RECEIPTS**
 |
| * **COPIES OF WASA BILL/CLEARANCE CERTIFICATE**
 | * **COPIES OF ELECTRICITY (TTEC) BILL**
 |
| * **ESTIMATE OF MATERIALS/REPAIRS**
 | * **APPLICATION FOR PMCU SUBMITTED**
 |
|  |
| * **APPLICATION APPROVED**
 | **BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| * **APPLICATION DENIED BY:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reason for Denial:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |