820 Black Bear Road, Unit G-17
P.O. Box 840, Telluride, CO 81435
Tel: 970-728-3034 Fax: 970-728-5371
E-mail: admin@smrha.org Web: www.smrha.org

PINION PARK NORWOOD

Purchase Application Checklist

- ☐ **$25 non-refundable Application Fee** *(Exact Cash or Check Made Payable to SMRHA)*
- ☐ **Completed Application**
- ☐ **Applicant(s) Certification**
- ☐ **Copies of most recent complete & filed Federal Tax Returns** *(Please black out SSN)*
- ☐ **Copies of most recent W-2's and 1099's**
- ☐ **Copies of most recent paystubs from all current employers with year-to-date information. Also include previous employers from the current year.**
- ☐ **Copy of legal ID** *(including driver's license, identification card, or passport)*

If you are Self-Employed, please include:

- ☐ **Copy of Business License**
- ☐ **Verification of Hours worked in the Norwood R-2j School District or Telluride R-1 School District** *(invoices, ledgers, etc.)*
- ☐ **Client Verification of Income and Hours Form** *(Third Party Verification is preferred)*

Return Completed Applications To:

San Miguel Regional Housing Authority
820 Black Bear Rd. G-17 (Dropbox Available)
PO Box 840, Telluride, CO 81435
Tel: 970-728-3034
Email: admin@smrha.org

PINION PARK NORWOOD

PURCHASE APPLICATION

HOUSEHOLD INFORMATION

APPLICANT: _____

Mailing address: _____ Phone # (res.) _____

Phys. address: _____ Phone # (cell) _____

E-mail address: _____ Phone # (bus.) _____

APPLICANT: _____

Mailing address: _____ Phone # (res.) _____

Phys. address: _____ Phone # (cell) _____

E-mail address: _____ Phone # (bus.) _____

OTHER HOUSEHOLD MEMBERS:

_____ Relationship to Applicant(s): _____

_____ Relationship to Applicant(s): _____

_____ Relationship to Applicant(s): _____

_____ Relationship to Applicant(s): _____

PROPERTY OWNERSHIP

1. How long have you lived in your current home? _____Years _____Months
2. Do you own your home? YES _____NO _____
3. Do any or any members of your Household own improved residential property within 150-mile radius of Norwood? YES _____NO _____
4. If yes, please describe the type (free market, Deed Restricted) and address of property:

_____

If you own a property within a 150-mile radius of Pinion Park Norwood, you must sign an Agreement to Sell Property and sell your home within eight (8) months of renting a Pinion Park Norwood unit. Please include the Agreement to Sell Property with this application.

APPLICANT

5. All Current Employer(s):

   _____

   Do you currently work within the boundaries of the Norwood R-2j or Telluride R-1 School District?

   YES _____NO _____

6. If no, do you have employment that will begin within the boundaries of the Norwood R-2j or Telluride R-1 School District for a minimum of 40 hours per month and 1200 hours per year?

   YES _____NO _____

Please total your **gross Household income** of the past 12 months from the following sources:

$_____ **Income from Employment**
Includes income on W-2 and 1099 forms such as wages, salaries, overtime pay, commissions, fees, tips and bonuses, and any other employment income from partnerships or S corporations

$_____ **Benefit Payments**
Includes Social Security, SSI, Workers' Compensation, Disability pay or benefits, unemployment benefits, severance pay, annuities, pensions, retirement or death benefits

$_____ **Alimony and/or Child Support**

$_____ **Interest, dividends, and other income from Household Assets**
Includes interest from bank accounts or bonds, dividends from stocks or mutual funds, income distributed from trust funds, etc.

$_____ **Re-occurring/ and/or One-Time Monetary Gifts from family members**

$_____ **Rental Income**
Includes income from renters/roommates

$_____ **Other Capital Income**
Includes multiple-year capital gains, royalties

$_____ **Other Income** _____
Please specify

$_____ **TOTAL GROSS HOUSEHOLD INCOME**

EMPLOYMENT VERIFICATION

Complete pages 4 & 5 for all current employers.
If you are self-employed, please download the Self-Employment forms.

Employee Name: _____ **Employee Title:** _____

Employee Signature: _____ **Date:** _____

Employer: _____

Employer Address: _____

Is Employer located within the Norwood R-2j or Telluride R-1 School District boundaries? __YES ___NO

Dates of Employment: _____to _____

Seasonal: _____YES _____NO

Wages Received: $ _____per _____

Paid leave received: _____days

Average **hours per week** worked: _____

Total **weeks per year** worked: _____

Total **hours per year** worked: _____

Under penalty of perjury, I declare that all information contained herein is true, correct, and complete to the best of my knowledge and belief.

_____ _____
Employer Signature Date

_____ _____
Printed Name Title

_____ _____
Telephone Number Email

CERTIFICATION OF EMPLOYMENT

Employer's Affidavit

I, _____, hereby declare under penalty of perjury that _____, is presently employed by _____ whose principal address of business is _____, and further certify that the above-named Employee _____is OR _____is not employed within the boundaries of the Norwood R-2j or Telluride R-1 School District of San Miguel County, and that the employment of said Employee began on (date) _____.

Date: _____ By: _____
Employer

STATE OF COLORADO)
) ss.
SAN MIGUEL COUNTY)
The foregoing instrument was sworn to before me this ____day of ____
_____202__, by _____.

WITNESS my hand and official seal.
My commission expires: _____. _____
Notary Public

(Notary Seal)

Employee's Affidavit

I, _____, hereby declare under penalty of perjury that I am employed by _____, that my principal place of employment is _____, which _____is OR _____is not located within the boundaries of the Norwood R-2j or Telluride R-1 School District of San Miguel County, and that my employment there began on (date) _____.

Date: _____ By: _____
Employee

STATE OF COLORADO)
) ss.
SAN MIGUEL COUNTY)
The foregoing instrument was sworn to before me this _____day of _____202__,
by _____.

WITNESS my hand and official seal.
My commission expires: _____. _____
Notary Public

(Notary Seal)

HOUSEHOLD NET ASSET CALCULATION

Household Assets

Cash/Cash Equivalents
Cash on Hand $_____
Checking Account $_____
Saving Account $_____
Money Market Funds $_____
Cash Value of Life Insurance $_____
Other $_____

Investments
Certificates of Deposit $_____
Stocks $_____
Bonds $_____
Mutual Funds $_____
Annuities $_____
Retirement Funds $_____
Funds in names of Dependents $_____
Other $_____

Business Assets
Total Business Assets $_____

Real Estate
Residential: Montrose County $_____
Land: Montrose County $_____
Residential: Outside Montrose Cty $_____
Land: Outside Cty $_____
Other: _____ $_____

Personal Property
Automobiles $_____
Recreational Vehicle/Boat $_____
Home Furnishings $_____
Appliances/Furniture $_____
Collections $_____
Jewelry/Furs $_____
Other $_____

Total Household Assets $ _____

Household Liabilities

Current Debts
Household (*e.g*. rent) $_____
Business $_____
Medical $_____
Credit Cards $_____
Department Store Cards $_____
Taxes Owed $_____
Legal $_____
Other $_____

Mortgages
Land $_____
Residential $_____
Other $_____

Loan
Bank/Finance Company $_____
Automobile $_____
Recreational Vehicle/Boat $_____
Education $_____
Life Insurance Loan $_____
Personal (family/friends) $_____
Business $_____
Other $_____

Total Household Liabilities $ _____

Household Net Assets

$_____ - $_____ = $ _____

TOTAL ASSETS **TOTAL LIABILITIES** **NET ASSETS**

APPLICANT(S) CERTIFICATION

Under penalty of perjury, the Applicant certifies the following:

1. All information provided in this application, including attachments, submitted to the San Miguel Regional Housing Authority to purchase Pinion Park Norwood Project Deed Restricted Property are true, complete, and correct to the best of the Applicant(s) knowledge;
2. The Applicant(s) has/have been given a standard application; and,
3. The Applicant(S), on the basis of the application presented, believes the Household qualifies to occupy the Housing Unit(s) in question according to the Deed Restriction, these Guidelines and all other applicable procedures, rules and regulations.

Any material misstatement of fact or deliberate fraud by the Household in connection with any information supplied to SMRHA shall be cause for immediate expulsion from the application process and/or forced sale of the Housing Unit.

(Applicant Signature)	(Date)	(Applicant Signature)	(Date)
(Print Name)		(Print Name)	

STATE OF COLORADO)
) ss.
SAN MIGUEL COUNTY)

The foregoing instrument was sworn to before me this _____day of _____202__,
by _____.

WITNESS my hand and official seal.
My commission expires: _____. _____
Notary Public

(Notary Seal)

DISCLAIMER: All personal information collected by Norwood Homes, LLC and SMRHA is done so exclusively with your consent, by means of the signed completion of this form and the Release of Information form. The personal information collected is only used for the purposes of qualifying you for the Pinion Park Norwood Project. We will not, under any circumstances, share your personal information with other individuals organizations without your permission, including public organizations, corporations, or individuals. We do not sell, communicate, or divulge your information to any mailing lists. We store your file ourselves and we use and apply the appropriate security measures to preserve the confidentiality of your information.

FAIR HOUSING: Norwood Homes, LLC and SMRHA are committed to compliance with all federal, state, and local fair housing laws. We will not discriminate against any person because of race, color, religion, national origin, sex, familial status, disability, or any other specific classes protected by applicable laws. Norwood Homes, LLC will allow any reasonable accommodation or reasonable modification based upon a disability-related need. The person requesting any reasonable modification may be responsible for the related expenses.

CORA: The SMRHA is subject to the Colorado Open Records Act (CORA) Colorado Revised Statutes section 24-72-201, *et seq*. Any information that you provide becomes public record, with the exception of specific confidential information as stated in CORA. Confidential information under CORA includes financial information; for example, state and federal income tax returns. However, please be aware that any confidential documents or information that you choose to provide or disclose at a public meeting will become a part of the public record of that meeting, and therefore subject to disclosure pursuant to CORA.