



Delray Beach Community Land Trust

Homebuyer In-Take Application Checklist

Applicant(s) Name(s): _____

Address: _____

Required Application & Documents:	Documents Submitted	
	Yes	No
Homebuyer Intake Application	Yes	No
Delray Beach Community Land Trust Disclosure Form	Yes	No
Credit Authorization and Privacy Form	Yes	No
Non Refundable Application Fee: \$75.00 (Only accept money orders)	Yes	No
Membership Application	Yes	No

Required Identification:	Documents Submitted	
	Yes	No
Copy of Driver(s) License for all adults	Yes	No
Social Security Card for all family members	Yes	No
Birth Certificate for all household members under 18 years old	Yes	No
United State Citizenship/Permanent Resident Card	Yes	No

Required Financial Documents:	Documents Submitted	
	Yes	No
One month of Pay check stubs	Yes	No
Checking Account Statements (3 months)	Yes	No
Savings Account Statements (3 months)	Yes	No
Investment Account Statements (3 months) (if applicable)	Yes	No
Alimony/Child Support Documentation (if applicable)	Yes	No
Social Security Documentation (if applicable)	Yes	No
Prior two years Tax Return & W-2's	Yes	No

***Please note that all applicable documents must be submitted with application**

By signing below I/we understand that the \$75.00 application fee is nonrefundable.
My/our signature also acknowledges that the submittal of an application is not a guarantee of approval.

By signing below I/we understand that if a fee is associated in verifying my employment or assets I/we understand that the I/we as the applicant(s) will be responsible for that fee.

Applicant

Co-Applicant

Date Received