



# **DUNHAM FARM CONDOMINIUM**

## **HANSON, MA**

**At least one household member must be 55+**

**AFFORDABLE HOUSING LOTTERY INFORMATION  
PACKAGE AND APPLICATION**



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## Section One

### Questions & Answers



## AFFORDABLE HOUSING LOTTERY



**Development Name: Dunham Farm Condominium**  
**Location: Hanson, MA**

### INTRODUCTION

A private developer and officials of the Town of Hanson have collaborated to provide this affordable housing opportunity in Hanson. The development will be located at 902 Main Street and it will consist of a Fifty-two (52) unit condominium development of which Thirteen (13) were be designated as affordable. Twelve (12) of the affordable units were sold in a previous lottery. **This lottery will be held for the one (1) remaining Affordable unit.**

The initial sales price is **\$189,400** for the 2-bedroom homes with 2 full bathrooms and the estimated Condominium Association fee will be **\$210** monthly. The units will have forced hot air gas heat, town water, central AC and a shared septic system. The new townhouse condominiums will be approximately 1,968 square feet. **This is a 55+ community in which at least 1 member of the household must be 55+.**

It is estimated that the total monthly cost of your mortgage payment including Principal, Interest, Real Estate Taxes, Private Mortgage Insurance (PMI), Hazard Insurance and **Condo fee of \$210** will be approximately \$1,863. This assumes a 30-year fixed rate mortgage at current Freddie Mac rate of 7.43% with a 5% down payment. You cannot rely on this estimated amount, this is only an estimate. Your actual mortgage payment may be different based on the actual interest rate and other factors. This monthly mortgage payment is pre-tax and does not include the tax advantage of home ownership. To determine your monthly payment and net expense post tax effect, you should consult with your accountant or tax advisor.

Your down payment can be 3% of which half can be a gift.

All affordable homes will have a "Deed Restriction" that will be recorded with the mortgage at the time of purchase. This deed restriction in part, limits the amount the home can be resold for or refinanced for and requires that it be resold to another affordable buyer.

### TRANSLATION SERVICES

English - Translation services available upon request by calling 508-994-4100.

Spanish - Servicios de traducción disponibles bajo petición llamando al 508-994-4100.

Arabic - 4100-994-508 خدمات الترجمة متاحة عند الطلب عن طريق الاتصال على

Chinese - 可應要求撥打 508-994-4100 提供翻譯服務。

French - Services de traduction disponibles sur demande en composant le 508-994-4100.

German - Übersetzungsdienste auf Anfrage unter der Telefonnummer 508-994-4100.

Hebrew - 508-994-4100 שירותי תרגום הזמינים על פי בקשה ב-

Italian - Servizi di traduzione disponibili su richiesta chiamando il numero 508-994-4100.

Japanese - 508-994-4100に電話して、リクエストに応じて翻訳サービスを利用できます。

Korean - 508-994-4100번으로 전화하여 요청 시 번역 서비스를 이용할 수 있습니다.

Portuguese - Serviços de tradução disponíveis mediante solicitação através do 508-994-4100.

Spanish - Servicios de traducción disponibles bajo petición llamando al 508-994-4100.

Vietnamese - Dịch vụ dịch thuật có sẵn theo yêu cầu bằng cách gọi 508-994-4100.

## AVAILABILITY OF APPLICATIONS

### INFORMATION AND APPLICATIONS ARE AVAILABLE ON THE FOLLOWING WEBSITES:

- My Mass Home – [www.mymasshome.org](http://www.mymasshome.org)
- Mass Affordable Housing Alliance – [www.massaffordablehomes.org](http://www.massaffordablehomes.org)
- Delphic Associates - [www.DelphicAssociates.com](http://www.DelphicAssociates.com)

### APPLICATIONS WILL BE AVAILABLE FOR PICK UP AT THE FOLLOWING LOCATIONS:

Hanson Town Hall  
Town Clerk's Office  
542 Liberty Street  
Hanson, MA 02341

Hanson Public Library/Hanson Senior Center  
132 Maquan Street  
Hanson, MA 02341

Delphic Associates, LLC  
651 Orchard Street, Suite 308  
New Bedford, MA 02744

If an applicant is unable to download an application from any of the above web sites, an application may be emailed upon request by calling Delphic Associates at 508-994-4100.

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Should you not have access to the internet, you may call Delphic Associates at 508-994-4100 and an application will be mailed to you. **TTY: Dial 711, then ask for 508-994-4100**

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## FREQUENTLY ASKED QUESTION FOR HOUSING LOTTERIES

**Q. Why is there a Lottery?**

A: The Lottery selection process is for use in the typical situation where the number of affordable applicants exceed the number of affordable homes.

**Q: Who is eligible to apply for the Affordable Unit?**

A. Elderly households where at least one household member is age 55 or over.

**Q. If I am currently in the process of a separation and plan on being legally divorce can I still apply?**

A: Your divorce does not need to be finalized when you apply for the lottery; however it must be finalized before you sign the purchase and sale agreement. You will not be allowed to purchase an affordable home until the terms regarding the allocation of assets and custody of children must be finalized, so your income and assets eligibility can be accurately be determined. If you have only filed for separation and your divorce is not finalized, you will not be allowed to purchase one of the affordable homes.

**Q: I am disabled; will the home be modified based on my disability?**

A: Developer, staff and consultants are committed to the intent and the spirit of both **state and federal fair housing laws** in the selection of lottery applicants. They will not discriminate against any protected class in the selection of applicants. Furthermore, the developer has pledged that reasonable accommodations will be taken into consideration for an approved qualified disabled applicant, to adapt the home for the applicants' particular disability.

**Q: What is the maximum family income and asset eligibility requirement?**

A: To be eligible to purchase an affordable home, annual income and assets of all **household members** must be below the maximum level as adjusted for family size.

**MAXIMUM INCOME - 2023**

Maximum allowable household, total income cannot exceed:

| Household Size | 1        | 2        | 3        | 4        |
|----------------|----------|----------|----------|----------|
| Maximum Income | \$66,250 | \$75,700 | \$85,150 | \$94,600 |

Generally, on an annualized basis the US Department of Urban Development (HUD) publishes income guidelines. The applicant will be subject to the published guidelines in effect at the time of their application. Incomes as stated above represent 80% of AMI as defined by HUD.

**MAXIMUM ASSETS**

Household assets shall not exceed \$275,000

## **DEFINITION OF ASSETS**

The value of necessary items of personal property, such as furniture or automobiles shall be excluded. Determination of assets shall be based upon a full and fair present cash value of the asset at the time of application to the program. If a potential purchaser divests himself or herself of an asset for less than full and fair present cash value of the asset, the full and fair cash value of the asset at the time of its disposition must be declared and shall be included for purposes of calculating eligibility.

Applicants are not permitted to reduce household assets in order to meet the appropriate asset limit (property, cash or total limits) by paying off loans or other debts or gifting money at any point after initiation of the marketing period. For projects with extended marketing periods, asset cannot be reduced by paying off loans or other debts or gifting money up to 90 days prior to the date of application. Any reductions in assets or changes in household assets during these periods will not be taken into consideration in establishing the applicant's eligibility.

### **Household Assets include the following:**

1. Cash held in savings and checking accounts, safe deposit boxes, homes, etc: For savings accounts, use the current balance. For checking accounts, use the average balance for the last six months. Assets held in foreign countries are considered assets.

2. Revocable trusts: The cash value of any revocable trust available to the applicant.

3. Equity in rental property or other capital investments: The current fair market value less (a) any unpaid balance on any loans secured by the property and (b) reasonable costs that would be incurred in selling the asset (e.g., penalties, broker fees, etc.).

4. Stocks, bonds, Treasury bills, certificates of deposit, mutual funds, and money market accounts: The value of stocks and other assets vary from one day to another and should be determined within a reasonable time in advance of the applicant's submission of an application to participate in the subject housing program.

5. Individual retirement, 401K, and Keogh accounts: When the holder has access to the funds, even though a penalty may be assessed. If the applicant is making occasional withdrawals from the account, determine the amount of the asset by using the average balance for the previous six months. (Do not count withdrawals as income.)

6. Retirement and pension funds.

a) While the person is employed: Amounts the applicant can withdraw without retiring or terminating employment. Count the whole amount less any penalties or transaction costs.

b) At retirement, termination of employment, or withdrawal: Periodic receipts from pension and retirement funds are counted as income. Lump-sum receipts from pension and retirement funds are counted as assets. Count the amount as an asset or as income, as provided below. If benefits will be received in a lump sum, include the lump-sum receipt in net household assets. If benefits will be received through periodic payments, include the benefits in annual income. Do not count any remaining amounts in the account as an asset.

If the applicant initially receives a lump-sum benefit followed by periodic payments, count the lump-sum benefit as an asset as provided in the example below and treat the periodic payment as income. In subsequent years, count only the periodic payment as income. Do not count the remaining amount as an asset.

NOTE: This paragraph assumes that the lump-sum receipt is a one-time receipt and that it does not represent delayed periodic payments. However, in situations in which a lump-sum payment does represent delayed periodic payments, then the amount would be considered as income and not an asset.

7. Cash value of life insurance policies available to the applicant before death (e.g., the surrender value of a whole life policy or a universal life policy): It would not include a value for term insurance, which has no cash value to the applicant before death.

8. Personal property held as an investment: Gems, jewelry, coin collections, or antique cars held as an investment. Personal jewelry is NOT considered an asset.

9. Lump-sum receipts or one-time receipts: Inheritances, capital gains, one-time lottery winnings, victim's restitution, settlements on insurance claims (including health and accident insurance, worker's compensation, and personal or property losses), and any other amounts that are not intended as periodic payments.

10. A mortgage or deed of trust held by an applicant: Payments on this type of asset are often received as one combined payment of principal and interest with the interest portion counted as income from the asset. This combined figure needs to be separated into the principal and interest portions of the payment. (This can be done by referring to an amortization schedule that relates to the specific term and interest rate of the mortgage.)

To count the actual income for this asset, use the interest portion due, based on the amortization schedule, for the 12-month period following the certification. To count the imputed income for this asset, determine the asset value at the end of the 12-month period following the certification.

**Household Assets DO NOT include the following:**

- Personal property (clothing, furniture, cars, wedding ring, other jewelry that is not held as an investment, vehicles specially equipped for persons with disabilities).
- Interests in Indian trust land.
- Term life insurance policies (i.e., where there is no cash value).
- Equity in the cooperative home in which the applicant lives.
- Assets that are part of an active business: "Business" does NOT include rental of properties that are held as investments unless such properties are the applicant's main occupation.
- Assets that are NOT effectively owned by the applicant: Assets are not effectively owned when they are held in an individual's name, but (a) the assets and any income they earn accrue to the benefit of someone else who is not the applicant, and (b) that other person is responsible for income taxes incurred on income generated by the assets.

**Q: How do you determine household income?**

- A.** The Lottery Agent will determine a household's income based on all sources of income for all Household members ages 18 or older with the exception of full-time students.

**Q: What constitutes a household?**

- A.** A household constitutes the number of persons who plan to reside the home regardless of marital status. Gross income from all household members over the age of 18 (except for full time students) shall be considered in determining compliance with income eligibility requirements.

**Q: How will applicants for the affordable homes be selected?**

**Only complete applications will be entered into the lottery.**



A: Each applicant shall be assigned a confirmation code once all required information is received. Those confirmation codes are placed in each lottery pool (family size) in which they qualify.

**Late applications will not be considered for the lottery. NO EXCEPTIONS.** Applicants will be ranked according to their lottery number drawn in each category.

After the lottery, the highest ranked participants' applications (by category) will be submitted for approval of eligibility by the Monitoring Agent. Upon approval and within 120 day of the anticipated completion of the home, the approved applicants will be invited to enter into a Purchase and Sale agreement and subsequently thereafter apply for a mortgage loan to purchase an affordable home. Affordable homes will be offered among the highest-ranking applicants who are found to be eligible and qualify for a mortgage loan. Applicants shall not be allowed to pick the style or location of the home. They shall be offered to purchase the next affordable home.

**Q: What documents do I need to submit to determine eligibility?**

**A:**

- Completed and signed application
- Last five pay stubs (*regardless of weekly or bi-weekly pay periods*)
- Last two years Federal tax returns including w-2's, 1099's, etc.
- Pre-Approval letter from a bank stating your household qualifies for a mortgage to purchase an affordable home. A list of preferred lenders are available upon request.
- Any additional income documentation such as but not limited to social security, pension, and alimony.
- Last three months checking and savings account bank statements from each bank that you hold accounts in. (*All financial documents must show the account holders name, address and account number. **All pages** of banking statements must be submitted even if blank.*)
- All asset information including evidence of the value of CDs, brokerage statements, etc.
- Signed Homebuyer Disclosure Statement
- Narrative stating applicant's history for last 2 years including work, and information such as marriage, divorce and personal information you may want us to know. (attach to application)

**Q: When will the affordable home be available for occupancy?**

A. The minimum rate of construction of the affordable home is based on the comprehensive permit. Typically, the ratio is 1 Affordable Home for every 3 Market Rate Homes built. The developer has the option of accelerating this ratio.

**Q: Is there a preference for larger households?**

A Preference shall be given to larger households, (within both the Local and At-Large categories, if applicable) requiring the total number of bedrooms in the home based on the following criteria:

- There is at least one occupant and no more than two occupants per bedroom.
- A husband and wife, or those in a similar living arrangement, shall be required to share a bedroom. Other household members may share but shall not be required to share a bedroom.
- A person described in the first sentence of (b) shall not be required to share a bedroom if a consequence of sharing would be a severe adverse impact on his or her mental or physical health and the lottery agent receives reliable medical documentation as to such impact of sharing.

**Example:** A larger household preference is based on the "need for the number of bedrooms", not the size of the household. For example, a couple with one child would "need" two bedrooms, whereas a single

*parent with a boy and a girl would “need” three bedrooms. The single parent would have preference over the couple.*

**Q: Do I have to be a resident of the Town to apply?**

A: No. All households that meet the income guidelines specified above may apply for an affordable unit.

**Q: Who will receive the opportunity to purchase the affordable homes?**

A. A preference will be determined based on family size.

**Q. I have been selected in the lottery; do I automatically get a home?**

A: No. Because you rank high in the lottery process does not mean that you automatically “win” a home. It means that you have won the opportunity not the obligation to purchase a home. You must still meet all program eligibility requirements and will need to receive a financing commitment to purchase the property. If you meet the eligibility requirements but are unable to secure financing you will lose the opportunity to purchase the home.

**Q. I did not receive a high ranking in the lottery process will I be able to purchase a home?**

A: Many times, there is a movement on the ranking list. Applicants who received a high lottery ranking may have withdrawn their application or may not be able to obtain a financing commitment or decided not to go forward for a variety of reason. From time to time applicants can inquire of their status on the lottery list.

If there is an insufficient number of qualified applicants after all lottery lists have been exhausted, then, applications will be received on a “Rolling Basis” and homes will be given to qualified applicants on a first come first serve basis (“FCFS”).

**Q. Once I am entered into the lottery drawing will additional documents be required.**

A: Not for eligibility into the lottery drawing.

**Q. If I presently own a home could I qualify to purchase an affordable home?**

A: Yes, with special limitations as specified within this Section. However, the home must be sold prior to purchasing (closing) on the affordable home. In addition you must not exceed the maximum assets, including equity as defined within this Section.

**Q. Once the lottery drawing has been held, will additional documents be required?**

A: Not for eligibility into the lottery drawing. However, additional documents may be required after the lottery drawing such as but not limited to five most recent paystubs, W2’s, state and federal tax returns for the last three years, financial statements, etc.

## FINANCING:

**Q: Do I need to attend homebuyer education classes?**

A: All financing programs offered by “MassHousing” [www.MassHousing.com](http://www.MassHousing.com) and “MassHousing Partnership” [www.MHP.net](http://www.MHP.net), require the borrower to complete a pre-purchase homebuyer education course.

We strongly suggest that all applicants who have not previously owned a home complete a pre-purchasing homebuyer course prior to entering the lottery. A schedule of upcoming first-time homebuyer workshops is posted on CHAPA’s website at [www.chapa.org](http://www.chapa.org) under “Housing and Courses”.

**Q. Do we need to get a pre-approval from a lender?**

A: A pre-approval is required for the application process. **No FHA or VA preapprovals are accepted.**

A list of preferred lenders are available upon request.

**Q. How or where do I apply for a mortgage?**

A: We strongly recommend that applicants apply for financing with banks that are familiar with the deed restrictions and guidelines for affordable housing programs.

There are many lenders and mortgage brokers that are familiar with the qualifying process to purchase the affordable homes. We are willing to share these references upon request by email or phone request. In addition, there are other lenders and mortgage brokers who may participate in this process. Your lender must be a conventional lender.

There are many programs available for First Time Home Buyers including those offered by MassHousing. We suggest you or your lender refer to the MassHousing website [www.MassHousing.com](http://www.MassHousing.com).

There are programs being offered by the MassHousing Partnership (MHP) such as the “**MHP One Mortgage Program**” which is offered to buyers typically at a rate of less than a lenders typical best rate to a conventional buyer. We suggest that you contact a lender who is on the list of lenders participating in the program as shown on the MHP website [www.MHP.net](http://www.MHP.net).

**Q. Are there any requirements on the type of loan I receive?**

A. The program requirements are:

- Down payment must be 3% of which 1.5% must come from the buyers own funds. The remaining balance or more can be a gift that does not need to be repaid. (A gift letter signed by donor will be required)
- Mortgage amount cannot exceed 97% of the purchase price. (There are some exceptions such FHLBB grant programs. See below for more information.)
- Mortgage loan must be 30-fixed rate.
- The loan has a current fair market interest rate of no more than 2 percentage points above the current Mass Housing rate. ([www.MassHousing.com](http://www.MassHousing.com))
- The Buyer may pay no more than 2 points.

Households should demonstrate availability of sufficient funds for a down payment, closing costs and pre-pays. Applicants should inquire with their lender as to what closing costs will be. Closing costs can include but may not be limited to fees for Loan Origination, Appraisal, Credit Reports, Inspection, Document Preparation, Attorney and Title Insurance. Pre-Pays can include interest that accrues from the date of settlement to the first monthly payment. Pre-Pays can also include insurances such as Hazard, Flood, and Mortgage Insurance.

The Federal Home Loan Bank of Boston's (FHLBB) Equity Builder program has grants of up to \$15,000 for down payment and closing cost assistance. Funds are limited. Some banks offer both MHP's One Mortgage Program and the FHLBB's Equity builder Program grants.

**Down payment and closing cost assistance for 5-10% of the purchase price may be available through [www.MyMassHome.org](http://www.MyMassHome.org). Check it out!**

Non-Household members cannot be co-signers on the mortgage.

**Q: What are the minimum income requirements?**

A: To qualify for a mortgage loan the total annual household income as determined by the lender and the monitoring agent, must be adequate to support the requested mortgage amount.

Monthly housing costs (inclusive of principal, interest, property taxes, hazard insurance, private mortgage insurance and condominium or homeowner association fees) shall not exceed 38% of monthly income for a household earning 80% of area median income, adjusted for household size.

**Q: Once I am approved by the lender are there additional approvals required.**

A: Yes. Typically, your lender will re-qualify you for the loan a few days prior to closing, including but not limited to an additional credit check, job verification, marital status, etc. As a result your lender could deny your loan even though it may have been previously approved.

Therefore, “**before any household member decides to make any lifestyle changes**”, such as but not limited to; job changes, marital status, substantial additional debt for payments for large purchases, etc., consult with your lender as to what effect this could have on your loan.

**Q: Are there restrictions upon resale or refinancing?**

A: Yes, the intention of the Affordable Housing Programs is to give persons the opportunity to purchase homes at reduced prices that otherwise may not qualify for a conventional purchase. There is a likely possibility that the home you are purchasing could be worth substantially more on the open market without the deed restriction. However, you would not be able to sell the home at market rate prices and pocket the difference

All affordable homes will have a “Deed Restriction” that will be recorded with the mortgage at the time of purchase. This deed restriction in part, limits the amount the home can be resold for or refinanced for and requires that it be resold to another affordable buyer. The deed restriction insures that the home stays affordable for perpetuity. You may find a summary of the Deed Restriction herein.

Upon resale or refinance you must notify the community and the Monitoring Agent, in accordance with the requirements in the Deed Rider.

The Monitoring Agent will determine the Maximum Resale or refinancing amount. The price you paid for the property will be divided by the Base Income Number (which is the Area Median Income for a 4-person household). This determines the Resale Price Multiplier which is inserted into your Deed Rider. The Resale Price Multiplier will be multiplied by the Base Income Number at the time of your resale of the Property to determine the Maximum Resale Price. In addition, the resale fee as indicated in the Deed Rider would be added to the Maximum Resale Price along with capital improvements of the home that had been approved by the Monitoring Agent.

**Q. What if I do not fully understand the conditions of the Deed Rider?**

A: Included in the Q&A section of the lottery package is a Home Buyers Disclosure/Deed Rider Summary explaining some of its key components. If you have further questions and our office is unable to answer those questions to your satisfaction, **we urge that you seek legal counsel.**

The Deed Rider is a critical legal document explaining your responsibility regarding re-sale, re-finance and household improvements.

**Q. What if my understanding of the English language is limited?**

A. Delphic and the developer are committed to broadening access for persons with limited English proficiency (LEP) as a general Fair Housing principal.

Delphic Associates, LLC and the developer have the capacity to address matters relating to limited English proficiency (LEP). This capacity includes language access planning and providing reasonable language assistance, at no cost to the applicant.

Persons who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English can be considered a LEP person. The developer, shall upon request, make reasonable accommodations, at no cost to the applicant to assist an LEP applicant of their understanding of important vital documents including but not limited to:

- Application materials
- Consent documents
- Notices concerning program eligibility
- Other compulsory program materials

# **HOMEBUYER DISCLOSURE STATEMENT**

## ***For Projects in Which Affordability Restrictions Survive Foreclosure***

You (the Homebuyer) have expressed an interest in, or are about to purchase, a home located at \_\_\_\_\_ Hanson, Massachusetts (the “Municipality”) at less than the home’s fair market value. The home was constructed under a state subsidy program that requires that this home be sold to a purchaser who meets certain income, asset and, in some cases, age limitations (an “Eligible Purchaser”)

In exchange for the opportunity to purchase the home at less than its fair market value, you must agree to certain use and transfer restrictions. As the Owner of a 40B unit, you should be aware that there are three (3) legal documents that have been recorded on your property to ensure that your unit remains affordable in perpetuity. They are;

1. The **40B Regulatory Agreement**.
2. The **Affordable Housing Restriction** (also known as the deed rider).

The documents, collectively, authorize your Monitoring Agent QHA to enforce the 40B Affordability Requirements and ensure that annual compliance is carried out.

These restrictions are described in detail in an Affordable Housing Restriction that will be attached to the deed to your home (the “Restriction”). Also known as (the “Deed Rider”)

This Homebuyer Disclosure Statement summarizes the restrictions and requirements imposed by the Restriction. **YOU SHOULD READ THE RESTRICTION IN ITS ENTIRETY BECAUSE IT IMPOSES LEGAL REQUIREMENTS.**

### **I. Principal Residence – Owner Occupied**

You must occupy and use the home you purchase exclusively as your primary residence during the period the home is owned by you.

### **II. Required Consents from the Monitoring Agent**

You must obtain the prior written consent of the Quincy Housing Authority (the “Monitoring Agent”), c/o Andrew Rocha, Asst. Executive Director, 80 Clay Street, Quincy, MA 02170 Tel: 617-847-4350 x-702, [Arocha@quincyha.com](mailto:Arocha@quincyha.com) before you do any of the following:

1. Lease or rent the home; your Monitoring Agent may grant permission to rent your unit on a temporary basis and not to exceed one (1) year. Contact your Monitoring Agent regarding your 40B home.
2. If you are considering refinancing your 40B home, your new first or second mortgage must meet the following guidelines:
  - Be a fully amortizing, fixed-rate mortgage with no prepayment penalty or balloon payment, HOME EQUITY LINE OF CREDIT (HELOCs) ARE NOT PERMITTED.
  - Have a current fair market interest rate, no more than 2% above the currently prevailing rate.
  - Have a loan amount no greater than 97% of your current Maximum Resale Price. For a second mortgage, the combining amounts of all mortgages may not exceed 97% of the Maximum Resale.

Contact your Monitoring Agent at Quincy Housing Authority, c/o Andrew Rocha, Asst. Executive Director, 80 Clay Street, Quincy, MA 02170 Tel: 617-847-4350 x-702, [Arocha@quincyha.com](mailto:Arocha@quincyha.com), they must review and approve your request before you may close on a new loan.

### **c. Making Improvements to Your 40B home.**

Capital Improvements must be “necessary maintenance improvements, not covered by a condominium or homeowner’s association that if not done would compromise the structural integrity of the property. In other words, only necessary maintenance improvements qualify for future sole price consideration.

| QUALIFY AS CAPITAL IMPROVEMENTS UNDER 40B   | DO NOT QUALIFY AS CAPITAL IMPROVEMENT UNDER 40B   |
|---|---|
|   |   |
| New Roof  | Installation of central air conditioning  |
| Replacements windows due to wear and tear   | Outdoor decks   |
| Replacement of siding due to damage, wear& tear   | Additions   |
| Exterior painting due to deterioration  | Finishing of unfinished spaces  |
| Heating or plumbing replacement   | Garages   |
| Structural deficiencies such as termite or other pest damage, water damage, or other maintenance as required. | Landscaping   |
| Septic tank replacement   | Upgraded flooring (e.g. from carpet to hardwood   |
| Appliance Replacement (stove, dishwasher, refrigerator)   | Other items identified by the owner that could be considered upgrades or luxury improvements. |
| Other improvements identified by the owner and approved by the Monitoring Agent.                              |   |
|   |   |

If you are considering making improvements to your 40B home YOU MUST CONTACT YOUR MONITORING AGENT: Quincy Housing Authority, c/o Andrew Rocha, Asst. Executive Director, 80 Clay Street, Quincy, MA 02170 Tel: 617-847-4350 x-702, [Arocha@quincyha.com](mailto:Arocha@quincyha.com),

If the Monitoring Agent consents to any lease, rental, refinancing, mortgage or other encumbrance, the Monitoring Agent will calculate the actual carrying costs for the home, and you will be required to pay to the Municipality any amount of the rents, profits or other proceeds relating to the approved event that exceeds the actual carrying costs. If you do not obtain any required consent from the Monitoring Agent, the Monitoring Agent or the Municipality can require you to pay to the Municipality all rents, profits or other proceeds from the event that required consent. You will also be responsible for any costs of collection of the Monitoring Agent and/or the Municipality, including attorney’s fees.

The Restriction may require that a resale fee be paid to the Monitoring Agent for its work required in connection with any resale of the home, as described below. Although not stated in the Restriction, the Monitoring Agent may assess a reasonable fee for reviewing any request for its consent.

**III. Resale Requirements**

**When you sell your home, you are also required to give written notice to the Monitoring Agent and the Quincy Housing Authority (QHA) of your desire to sell so that they may locate an Eligible Purchaser for the home.**

The allowed sale price is defined as the “Maximum Resale Price” in the Affordable Housing Deed Rider. It is calculated by adjusting the purchase price you paid for the home to reflect any change in the area median income from the time you purchased the Affordable home to the time of the resale plus:

- o The Resale Fee as stated in the Affordable Deed Rider;
- o Approved marketing fees, if any and
- o Approved Capital improvements, if any.

The Maximum Resale Price will never be more than the amount for which an Eligible Purchaser earning 70% of the area median income, as defined by a formula set forth in the Affordable Housing Deed Rider and the sale price will also never be less than the purchase price you paid, unless you agree to accept a lower price.

The Monitoring Agent will have up to 90 days after you give notice of your intention to sell the home to close on a sale to an Eligible Purchaser, or to close on a sale to the Monitoring Agent, QHA, the Municipality or a designee. This time period can be extended as provided in the Affordable Housing Deed Rider, to arrange for details of closing, to locate a

subsequent purchaser if the first selected purchaser is unable to obtain financing or for lack of cooperation on your part.

It is your obligation to cooperate fully with the Monitoring Agent and ~~QHA~~ during the resale period. If an Eligible Purchaser fails to purchase the home and the Monitoring Agent, ~~QHA~~ or their designee fails to purchase the home, you may sell the home to a purchaser who does not qualify as an Eligible Purchaser (in the event, this purchaser is referred to as an ineligible purchaser) subject to the following:

- the sale must be for no more than the Maximum Resale Price
- the closing must be at least 30 days after the closing deadline described above
- the home must be sold subject to Affordable Housing Deed Rider and
- if there are more than one interested ineligible purchasers, preference will be given to any purchaser identified by the Monitoring Agent as an appropriately sized household whose income is more than 80% but less than 120% of the area median income.

Any sale by you to an Eligible Purchaser, or to an ineligible purchaser (as described in the Affordable Housing Deed Rider), is subject to the normal and customary terms for the sale of the property which are set forth in the Affordable Housing Deed Rider and which will be included in your Purchase and Sale Agreement.

**There is no commitment or guarantee that an Eligible Purchaser will purchase your affordable home, that you will receive the Maximum Resale Price (or any other price) for your sale of the home.**

A sale or transfer of the home will not be valid unless (1) the total value of all considerations and payments of every kind given or paid by the selected purchaser do not exceed the Maximum Resale Price, and (2) the Affordable Housing Compliance Certificate that confirms the sale or transfer was made in compliance with the requirements of the Affordable Housing Deed Rider is executed by the Monitoring Agent and/or QHA and recorded at the Registry of Deeds.

**If you attempt to sell or transfer the home without complying with the Affordable Housing Deed Rider requirements, the Monitoring Agent and/or QHA may, among their other rights, void any contract for such sale or the sale itself.**

#### **IV. Foreclosure**

If the holder of a mortgage delivers notice that it intends to commence foreclosure proceedings, the Affordable Housing Deed Rider gives the Municipality an option to purchase the home (or to designate another party to purchase the home) for a period of 120 days after notice to the Lender's intent to foreclose.

If this foreclosure purchase option is exercised, the purchase price will be the greater of (i) the amount of the outstanding balance of the loan secured by the mortgage, plus the outstanding balance of the loans secured by any mortgages senior in priority, up to the Maximum Resale Price as of the date the mortgage was granted, plus any future advances, accrued interest and/or reasonable costs and expenses that the mortgage holder is entitled to recover, or (ii) the Maximum Resale Price at the time of the foreclosure purchase option, except that in this case the Maximum Resale Price may be less than the purchase price you paid. **By signing the Affordable Deed Rider, you are agreeing that you will cooperate in executing the deed and other required closing documents.**

If the foreclosure purchase option has not been exercised within 120 days of delivery of the foreclosure notice to the Monitoring Agent and QHA, the mortgage holder may conduct a foreclosure sale. The mortgage holder or an ineligible purchaser may purchase the home at the foreclosure sale. The mortgage holder or an ineligible purchaser may purchase the home at the foreclosure sale, subject to the Affordable Housing Deed Rider.

If the sale price at the foreclosure sale is greater than the purchase price that would have applied for the Municipality's foreclosure purchase option, as described above, the excess will be paid to the Municipality. **By signing the Affordable Housing Deed Rider, you are agreeing to assign any rights and interest you may otherwise have in the**



balance of any foreclosure proceeds available after satisfaction of all obligations to the holder of the foreclosing mortgagee, for delivery to the Municipality.

There is no commitment or guarantee that the Municipality will exercise the foreclosure purchase option, or that your Lender will receive the Maximum Resale Price (or any other price) in any foreclosure sale of the home. In addition, the foreclosing lender retains the right to pursue a deficiency against you.

**V. Violation of Restriction Requirements**

If you violate any of the Restriction terms, you will be in default and the Monitoring Agent and Municipality may exercise the remedies set forth in the Restriction. If the Monitoring Agent and/or the Municipality brings an enforcement action against you and prevails, you will be responsible for all fees and expenses (including legal fees) for the Monitoring Agent and Municipality. The Monitoring Agent and Municipality can assert a lien against the home to secure your obligation to pay those fees and expenses.

**VI. Special Rules for Ineligible Purchasers**

If you are authorized to purchase the home but do not qualify as an Eligible Purchaser at the time of purchase, you do not need to occupy the home as your principal residence. However, you must obtain the consent of the Monitoring Agent to rent the home. The rules for rental by an ineligible purchaser are governed by MassHousing Housing Starts Program Guidelines. In general, you may rent only to a tenant who would qualify as an Eligible Purchaser at a rent level deemed affordable according to MassHousing rental standards. You should contact the Monitoring Agent for further details prior to renting your home.

**VII. Acknowledgements**

By signing below, I certify that I have read this Homebuyer Disclosure Statement and understand the benefits and restrictions described. I further certify that I have read the Restriction and understand the legal obligations that I undertake by signing that document.

You must contact you Monitoring Agent, Quincy Housing Authority, c/o Andrew Rocha, Asst. Executive Director, 80 Clay Street, Quincy, MA 02170 Tel: 617-847-4350 x-702, [Arocha@quincyha.com](mailto:Arocha@quincyha.com), who will provide with detailed information regarding your responsibilities as outlined in the Affordable Housing Deed Rider. You may also wish to seek legal advice.

Dated \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Witness Homebuyer

\_\_\_\_\_  
Witness Homebuyer

# **PUBLIC ZOOM VIRTUAL Q&A WORKSHOP**

**Topic: Dunham Farm Condominium Zoom Meeting**

**INFORMATION Q&A OCTOBER 3, 2023**

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/89548684249?pwd=YXhzRTFRU1VzVIRRck4d1haTW50Zz09>**

**Meeting ID: 895 4868 4249**

**Passcode: 511964**

**IT IS STRONGLY SUGGEST THAT APPLICANT'S ATTEND THE WORKSHOP**

A representative from Delphic Associates, the developer and representatives of lending institutions will be available to answer any questions about the eligibility requirements, priorities for selection and the lottery process.

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## **LOTTERY DRAWING**

**Only qualified applicants will be entered into the drawing**

**November 16, 2023 Dunham Farm Condominium Zoom**

All applicants will be notified on how to join the Live ZOOM Lottery Drawing

**WE RECOMMEND SUBMITTING APPLICATIONS AS EARLY AS POSSIBLE. DO NOT WAIT UNTIL THE DEADLINE TO MAIL IN YOUR APPLICATION.** To ensure your application is received, we recommend mailing applications via certified mail prior to the due date of **November 11, 2023**. We are not responsible for lost or late applications.

**Delphic Associates LLC  
651 Orchard Street-Suite 308  
New Bedford, MA 02744**

**RE: Dunham Farm Condominium Housing Lottery**

**Late and incomplete applications will not be entered into the lottery.  
Call 508-994-4100 for more information or for an application to be sent to you.**

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### **LOTTERY NOTIFICATION AND IMPORTANT DATES:**

**November 14, 2023 on or about:** Applicants shall be notified that their applications have been received and the confirmation code that has been assigned to their application.

**Applicants are encouraged to attend the informational workshop and the lottery drawing.**

All applicants will be notified of their lottery results on or about **November 8, 2023**.

The Monitoring Agent will be reviewing income and asset information for final eligibility approval.

It is anticipated that the affordable home will be available for occupancy Winter 2023.

## Section Two

# AFFORDABLE HOUSING LOTTERY APPLICATION



## Dunham Farm Condominiums

**Hanson, MA**

### AFFORDABLE HOUSING LOTTERY APPLICATION

Date: \_\_\_\_\_

|                |                       |
|----------------|-----------------------|
| <b>Name</b>    | <b>Home Phone</b> ( ) |
| <b>Address</b> | <b>Cell Phone</b> ( ) |
| <b>Address</b> | <b>Work Phone</b> ( ) |
|                | <b>Email Address</b>  |

**Number of Household Members (circle one):**    1    2    3    4    5    6    7    8

**If you consider yourself a Local Applicant Preference Category, please check all that apply...**

- Live in Town     
  Work in Town     
  Children attending local or regional schools

Complete the following section for each Household Member

|              | <b>Applicant</b> | <b>Member #2</b> | <b>Member #3</b> | <b>Member #4</b> |
|--------------|------------------|------------------|------------------|------------------|
| Name         |                  |                  |                  |                  |
| Age          |                  |                  |                  |                  |
| D.O.B.       |                  |                  |                  |                  |
| Employer     |                  |                  |                  |                  |
| School Name  |                  |                  |                  |                  |
| Relationship |                  |                  |                  |                  |
|              |                  |                  |                  |                  |
|              | <b>Member #5</b> | <b>Member #6</b> | <b>Member #7</b> | <b>Member #8</b> |
| Name         |                  |                  |                  |                  |
| Age          |                  |                  |                  |                  |
| D.O.B.       |                  |                  |                  |                  |
| Employer     |                  |                  |                  |                  |
| School Name  |                  |                  |                  |                  |
| Relationship |                  |                  |                  |                  |
|              |                  |                  |                  |                  |

The developer, staff and consultants are committed to the intent and spirit of both state and federal fair housing laws in the selection of lottery applicants. They will not knowingly discriminate against any protected class in the selection of applicants

Please refer to the definition in Frequently Asked Questions, Page 6, in this Lottery Package to answer the following questions:

Are you claiming an exception to the "First Time Homebuyer" rule? If so please indicate which exception:

- \_\_\_\_\_ Displaced Homemaker
- \_\_\_\_\_ Single Parent
- \_\_\_\_\_ Elderly household member (55+)
- \_\_\_\_\_ Own a property
- \_\_\_\_\_ Own a residence not permanently affixed
- \_\_\_\_\_ Own a residence not in compliance with Sate or local codes

Please Explain:

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Please list the address of any home, land or property that any household member has owned or had joint interest in the past three years. Please include a copy of the Deed or HUD Settlement Sheet for each property.

Property #1 \_\_\_\_\_

Property #2 \_\_\_\_\_

**MINORITY STATUS: This is an optional section that you may complete to assist in meeting Affirmative Marketing Goals.**

|                           | Applicant | Co-Applicant | Dependent | Dependent |
|---------------------------|-----------|--------------|-----------|-----------|
| Black or African American | _____     | _____        | _____     | _____     |
| Hispanic or Latino        | _____     | _____        | _____     | _____     |
| Asian                     | _____     | _____        | _____     | _____     |
| Pacific Islander          | _____     | _____        | _____     | _____     |
| Native Hawaiian           | _____     | _____        | _____     | _____     |
| Native American           | _____     | _____        | _____     | _____     |
| Alaska Native             | _____     | _____        | _____     | _____     |
| Other (non white)         | _____     | _____        | _____     | _____     |

**Where/how did you learn about the lottery? Check all that apply.**

- |                           |  |
|---------------------------|--|
| _____ Newspaper           | _____ Real Estate Book                       |
| _____ Relative            | _____ Co-worker                              |
| _____ Friend              | _____ First Time Homebuyers Class            |
| _____ Church              | _____ Civic/Social Organization              |
| _____ Veteran’s Agent     | _____ Paycheck Insert                        |
| _____ Lending Institution | _____ Flyer                                  |
| _____ Email               | _____ Website (Please specify which website) |

[www.](http://www.) \_\_\_\_\_

**MARKETING INFORMATION:**

(Write your answer in the space provided and please be as specific as possible)

How did you find out about this affordable housing opportunity?

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Have you or will you apply to other housing lotteries? (Circle one) YES NO

Please list the names of the developments and their location for which you are applying for.

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**INCOME AND ASSET INFORMATION:**

Please complete the following section listing income for ALL household members including children. Include the most recent statements for each account and all other supporting documentation.

| Type of Acct.<br>or Income | Name:        |                     |                     | Type of Acct.<br>or Income | Name:               |              |                     |                     |
|----------------------------|--------------|---------------------|---------------------|----------------------------|---------------------|--------------|---------------------|---------------------|
|                            | Acct. Number | Balance             | Amt. Pd.<br>Monthly |                            | Acct. Number        | Balance      | Amt. Pd.<br>Monthly |                     |
| Checking                   |              |                     |                     | Checking                   |                     |              |                     |                     |
| Savings                    |              |                     |                     | Savings                    |                     |              |                     |                     |
| Unemployment               |              |                     |                     | Unemployment               |                     |              |                     |                     |
| Worker's Comp.             |              |                     |                     | Worker's Comp.             |                     |              |                     |                     |
| SS Disability              |              |                     |                     | SS Disability              |                     |              |                     |                     |
| Alimony                    |              |                     |                     | Alimony                    |                     |              |                     |                     |
| Child Support              |              |                     |                     | Child Support              |                     |              |                     |                     |
|                            |              |                     |                     |                            |                     |              |                     |                     |
|                            |              |                     |                     |                            |                     |              |                     |                     |
| Type of Acct.<br>or Income | Name:        |                     |                     | Type of Acct.<br>or Income | Name:               |              |                     |                     |
| Acct. Number               | Balance      | Amt. Pd.<br>Monthly | Acct. Number        | Balance                    | Amt. Pd.<br>Monthly | Acct. Number | Balance             | Amt. Pd.<br>Monthly |
| Checking                   |              |                     |                     | Checking                   |                     |              |                     |                     |
| Savings                    |              |                     |                     | Savings                    |                     |              |                     |                     |
| Unemployment               |              |                     |                     | Unemployment               |                     |              |                     |                     |
| Worker's Comp.             |              |                     |                     | Worker's Comp.             |                     |              |                     |                     |
| SS Disability              |              |                     |                     | SS Disability              |                     |              |                     |                     |
| Alimony                    |              |                     |                     | Alimony                    |                     |              |                     |                     |
| Child Support              |              |                     |                     | Child Support              |                     |              |                     |                     |
|                            |              |                     |                     |                            |                     |              |                     |                     |
|                            |              |                     |                     |                            |                     |              |                     |                     |

If you need additional space, please use a separate piece of paper.

Credit Score: Applicant \_\_\_\_\_ Co-Applicant \_\_\_\_\_

## EMPLOYMENT INFORMATION:

|                             |       |                             |       |
|-----------------------------|-------|-----------------------------|-------|
| Name:                       | _____ | Name:                       | _____ |
| Occupation:                 | _____ | Occupation:                 | _____ |
| Employer Name:              | _____ | Employer Name:              | _____ |
| Employer Address:           | _____ | Employer Address:           | _____ |
| Employer Phone:             | _____ | Employer Phone:             | _____ |
| Employer Email:             | _____ | Employer Email:             | _____ |
| Supervisor's Name:          | _____ | Supervisor's Name:          | _____ |
| Date of Hire:               | _____ | Date of Hire:               | _____ |
| Hourly Wage:                | _____ | Hourly Wage:                | _____ |
| Average Weekly Tips:        | _____ | Average Weekly Tips:        | _____ |
| Hours per Week:             | _____ | Hours per Week:             | _____ |
| Weekly Gross Amount:        | _____ | Weekly Gross Amount:        | _____ |
| Annual Salary:              | _____ | Annual Salary:              | _____ |
| Avg. Gross Last 4 wks x 52: | _____ | Avg. Gross Last 4 wks x 52: | _____ |

If Applicant or Co-Applicant has more than one (1) job or other adult household members over the age of 18 that are employed, please attach a separate sheet of employment information.

## ASSET INFORMATION:

Include but not limited to stocks, bonds, retirement accounts such as 401K, Keogh, etc. For a comprehensive explanation, please refer to the section of the application titled "Frequently Asked Questions".

- MONETARY GIFTS:** Applicants may receive monetary gifts from friends or relatives to assist with down payment. Applicants must be able to prove that 1.5% of down payment is from their own funds when submitting application.

Do you expect a monetary gift? (Circle one)

YES

NO

If yes, attach a gift letter, from the person giving the gift, indicating their source of funds and that no repayment is expected.

- STOCKS, BONDS & CD'S:** Applicant must list the average value and provide documentation such as bank account numbers and value.

Do you have any stocks, bonds or CD's? (Circle one)

YES

NO

If yes, list value \$\_\_\_\_\_ and enclose the last three quarterly portfolio statements.

- RETIREMENT, 401K AND KEOUGH ACCTS:**

Do you have any of these accounts? (Circle one)

YES

NO

If yes, are you employed or retired? \_\_\_\_\_

Are you making occasional withdrawals? (Circle one)

YES

NO

If yes, how much are you receiving per month? \$\_\_\_\_\_

What is the total value of **all** accounts? \$\_\_\_\_\_ Enclose last 3 quarterly statements.

## ANTICIPATED CHANGES IN INCOME:

Are you expecting a change in any household members income in the next 12 months? (Circle one) YES NO

If yes, please explain. \_\_\_\_\_

**REAL ESTATE:**

Are you, or anyone on this application, entitled to receive any amount of money from the sale of ANY property currently owned or through an upcoming court settlement? (Circle one)    YES                      NO

If yes, please explain. \_\_\_\_\_

For property you plan on selling you must submit all of the following:

- Attach a copy of a broker's opinion of the property
- Attach a statement from your lender showing your current balance on your mortgage or outstanding loans

\_\_\_\_\_  
**APPLICANT SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**CO-APPLICANT SIGNATURE**

\_\_\_\_\_  
**DATE**



# HOME BUYER CERTIFICATION

Initial  
Here

- \_\_\_\_\_ I/We certify that I/We have read the entire lottery package including the Frequently Asked Questions.
- \_\_\_\_\_ I/We certify that we are first time homebuyers as defined within the Frequently Asked Questions.
- \_\_\_\_\_ I/We certify that our household is \_\_\_\_\_ persons; and that our household income does not exceed the income limits provided in the Lottery Information Packet.
- \_\_\_\_\_ I/We certify that our household is able to provide the minimum down payment required and closing costs.
- \_\_\_\_\_ I/We certify that I/we have read the Deed Rider Summary and understand the purchaser obligation there under or shall seek legal or other counsel for further explanation and understanding.
- \_\_\_\_\_ I/We certify that we comply with the maximum asset limitations of \$275,000.
- \_\_\_\_\_ I/We certify that Lottery Agent or any other employee shall not be held liable for any decisions made pertaining to the applicants' eligibility or their application.
- \_\_\_\_\_ Information missing from the application, including, but not limited to the following could be considered an incomplete application, thus being ineligible for the lottery.
- Lender pre-approval letter (not pre-qualification)
  - Income documentation (as indicated on checklist)
- \_\_\_\_\_ We understand that the **initial determination of eligibility** (for entry into the lottery) does not guarantee that we are eligible to purchase one of the affordable homes. A final determination of eligibility will be made by the Monitoring Agent. This determination will require additional documentation including but not limited to 3 years tax returns, 5 most recent pay stubs, last 3 months bank statements, etc.
- \_\_\_\_\_ I/We understand that if selected I/we will be offered a specific home. I/we will have the option to accept or reject. If I/we reject the available home I/we will be moved to the bottom of the waiting list and may not have another opportunity to purchase at this development.
- \_\_\_\_\_ Program requirements and guidelines are established by the DHCD, MassHousing and the Monitoring Agent. I/We agree to be bound by whatever program changes that may be imposed at any time throughout the process. If any program conflicts arise, I/we agree that any determination made by the project-monitoring agent, is final.
- \_\_\_\_\_ I/We certify that no member of our family has a financial interest in this development.
- \_\_\_\_\_ I/We have completed the application and have reviewed and understand the process in qualifying to purchase one of the affordable homes.
- \_\_\_\_\_ I/We believe we are qualified based upon the information in the Lottery Packet.
- \_\_\_\_\_ I/We certify that the information in this application and in support of this application is true and correct to the best of my/our knowledge and belief under full penalty of perjury.

\_\_\_\_\_  
**APPLICANT SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**CO-APPLICANT SIGNATURE**

\_\_\_\_\_  
**DATE**

## **AUTHORIZATION TO RELEASE**

I/We hereby authorize the developer, Lottery Agent, Monitoring Agent and the Municipality to inquire of credit agencies, employer(s), banking institutions and lending institutions to allow and assist them to determine my/our determination of eligibility for a mortgage loan to purchase a home.

In addition, I/we hereby authorize any lender, Mortgage Company or mortgage broker to whom we apply for a mortgage to release any and all information regarding our loan application and approval.

This authorization includes all mortgage application information provided to the lender including, but not limited to credit reports, bank accounts, stock holdings and any other asset needed to process my loan application.

Authorization also allows the inquiries of my employer regarding employment information.

It is understood that a photo copy of this document shall also serve as an authorization to provide the information requested.

\_\_\_\_\_  
\_\_\_\_\_  
**APPLICANT SIGNATURE**

\_\_\_\_\_  
\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
\_\_\_\_\_  
**CO-APPLICANT SIGNATURE**

\_\_\_\_\_  
\_\_\_\_\_  
**DATE**

# **CHECK LIST**

## **DID YOU REMEMBER TO ENCLOSE THE FOLLOWING:**

**Your application may not be considered complete without the following documents. Incomplete or ineligible applications will not be entered into the lottery.**

- Completed and signed application
- Last five pay stubs (*regardless of weekly or bi-weekly pay periods*)
- Last three years State and Federal tax returns including w-2's, 1099's, etc.
- Pre-Approval letter from a bank stating your household qualifies for a mortgage to purchase an affordable home.
- Any additional income documentation such as but not limited to social security, pension, and alimony.
- Last three months checking and savings account bank statements from each bank that you hold accounts in. (*All financial documents must show the account holders name, address and account number. **All pages** of banking statements must be submitted even if blank.*)
- All asset information including evidence of the value of CDs, brokerage statements, etc.
- Signed Homebuyer Disclosure Statement
- Narrative stating applicant's history for last 2 years including work, and information such as marriage, divorce and personal information you may want us to know. (attach to application)
- Child support documentation
- Proof of Credit Score

**Here's a Tip for you! It is always best to send in your application and documentation a few weeks earlier than the due date to allow yourself time to obtain additional or missing information if it is needed.**

All applications must be received **BY MAIL RETURN RECEIPT or HAND DELIVERED** no later than **November 9, 2023**. It is recommended that the application be submitted as soon as possible and should be mailed in sufficient time to arrive no later than the due date, preferably one week early. Late and incomplete applications received after the due date of **October 26, 2023** will not be accepted under any circumstances.

In order to obtain proof of delivery, we suggest that you mail your application and supporting documentation "Certified Return Receipt" or if hand delivered with a request of proof of delivery to:

**Delphic Associates, LLC  
651 Orchard Street - Suite 308  
New Bedford, MA 02744  
REF: Dunham Farm Condominium**

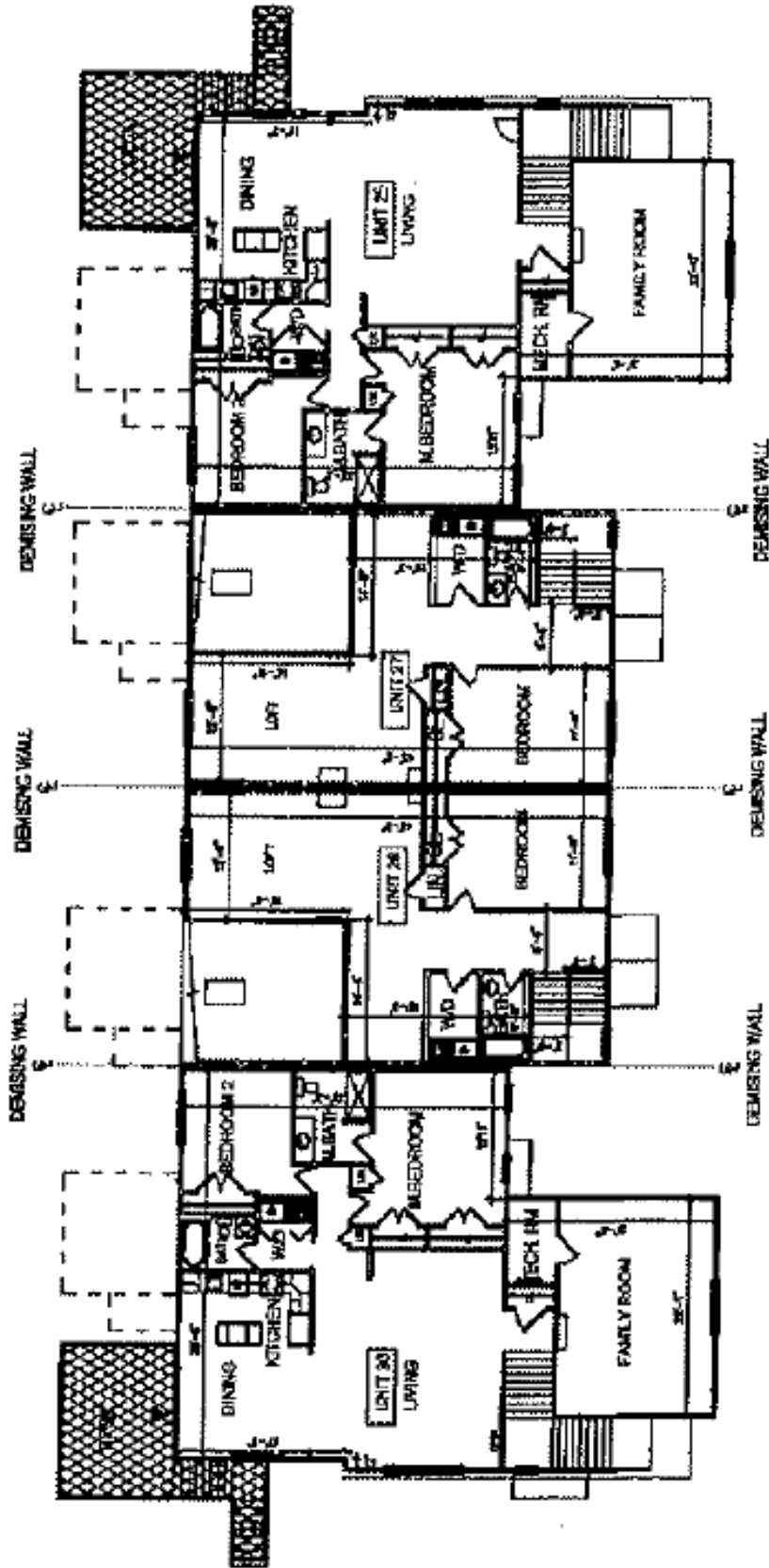
A "Certified Return Receipt" or proof of hand delivery will provide you proof of when your application was received. We are not responsible for lost or late applications.

## Section Three

### ARCHITECTURALS

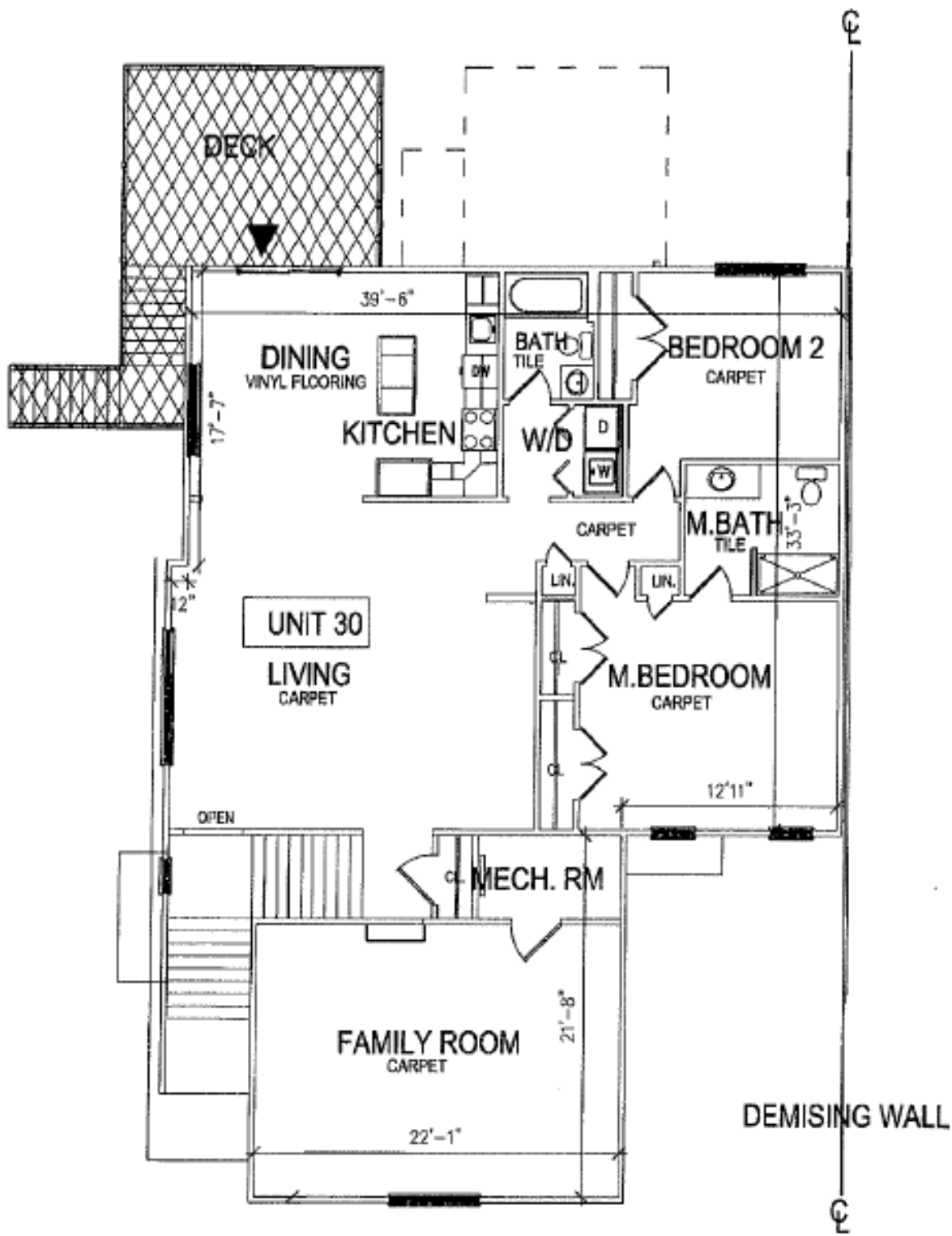
- Floor Plan
- Unit Plan

(Architectural Subject to change without notice)



**SECOND FLOOR PLAN**

SCALE: 1/8" = 1'-0"



**FIRST FLOOR PLAN - UNIT 30**  
1968 S.F. +/-

|                            |              |
|----------------------------|--------------|
| Unit 30 Durham Franklanson |              |
| Prepared for:              | JENEVE CORP. |
| Contractor:                | JENEVE CORP. |