



CITY OF KENNER

DEPARTMENT OF COMMUNITY DEVELOPMENT

MICHAEL S. YENNI
MAYOR

ARLEETA TERRELL
DIRECTOR

Thank you for your interest in the City of Kenner's Homeownership Assistance Program. We invite you to visit our website: www.kenner.la.us to learn of program guidelines and our application process.

In an effort to assist you in understanding application requirements and getting a jump start on required planning to successfully apply for the homeownership assistance program, the information below is being provided to you as a courtesy. **PLEASE NOTE THIS IS NOT PART OF THE APPLICATION**

For you to apply to the Homeownership Assistance Program you will first need to produce a Certificate of Completion of First-time homebuyers training. Your eligibility for program participation cannot be determined until a completed application is returned to us along with all of the following required documentation:

- Copy of your certificates of completion for the First-time Homebuyer Training Class and Financial Fitness Training Class
- Copy of your valid Louisiana ID and Birth Certificate
- Copy of Prior two (2) years income tax return, W-2 Forms, 1099's and six (6) most recent paycheck stubs for all household members, where applicable.
- Current copy of benefit letter from Social Security, VA, Pension/Retirement, Child Support, Unemployment, Workmen's Compensation, etc. (if applicable).
- Copy of Food Stamp Program Record (AFDC/Welfare) (if applicable).
- Copy of Profit and Loss Statement (self-employed persons) prepared by a Certified Public Accountant for the last six (6) months (if applicable).
- Copy of bank statements – three (3) months for checking and last statement for savings.
- Disclosure of any liquidated assets (i.e., stocks, bonds, IRA, real property, etc.).
- Copy of Home Purchase and Sale Agreement.
- Copy of your Good Faith Estimate received from your lender.

Please understand the significance of submitting your application **COMPLETELY FILLED OUT and accompanied with ALL REQUESTED DOCUMENTS.** ORIGINAL DOCUMENTS WILL NOT BE ACCEPTED. PLEASE SUBMIT COPIES OF ALL REQUIRED DOCUMENTS

INCOMPLETE APPLICATIONS WILL BE RETURNED.

We look forward to assisting you in fulfilling an "American Dream" of purchasing a home.

Sincerely,

ARLEETA O. TERRELL
DIRECTOR