FILE CHECKLIST
FOR HOUSING REHABILITATION PROGRAM

Application Package Forms			
	Program Application	Pages 1 – 5	
	False Statements and Public Record Disclosure	Pages 6	
	Authority to Verify Credit	Pages 7	
	Authorization to Release Information	Pages 8	
	Notice of Collecting Social Security Numbers	Pages 9	
	Subordination / Second Mortgage Disclosure	Pages 10	
	"Things Homeowners Should Know Before Participating in the Rehabilitation Program of the City of Boynton Beach" Disclosure	Pages 11	
Personal Documents			
	Social Security Card (all household members)		
	Valid Florida Driver's License or Florida Identification Card (all adult household members – 18-years and over)		
	U.S. Birth Certificate (all US citizens), or valid U.S. Passport, or Naturalization Certificate, or valid Permanent Resident Card		
	Court Order Child Support or Non-Child Support		
	Student Transcript / Enrollment on School / College on Letterhead (full-time students 18-years and older)		
	Legal Adoption		
	Divorcee Degree and Settlement		
	Two most recent years of Tax Returns including W2's and 1099's (all adult household members -18 years and over)		
	Most recent 30 days of Paystubs (all adult household members -18-years and over)		
	Most recent Social Security Annual Award Letter (all adult household members –18-years and over)		
	Most recent Pension and/or Annuity Statement (all adult household members –18-years and over)		
	Most recent Investment Account Statement (all adult household members –18-years and over)		
	If Self Employed, Most recent quarterly Profit and Loss Statement		
	Most recent Two (2) Months Bank Statement – All pages of each statement for all Accounts (all adult household members-18-years and over)		
	Retirement Account Statements (401K, IRA 403B etc.) (all adult household members – 18-years and over)		
Property Specific Documents			
	Warranty Deed/Quit Claim Deed or Summary Judgement		
	Monthly Mortgage Statement (must be current)		
	Homeowner Insurance (Declaration Pages only)		
*Note Property Taxes Must Be Current			