



**Pike County First-Time Homebuyer Program**

**Pre-Application Checklist**

Thank you for your interest in Pike County’s First Time Homebuyer Program. If you have any questions or need assistance, contact Robb Ruiz at 570-296-3434 or [rruiz@pikepa.org](mailto:rruiz@pikepa.org) Pike County is an equal opportunity lender.

**Document Checklist for Pre-Application**

Proof of U.S. Citizenship or Residency (i.e., birth certificate, certificate of citizenship, permanent residence card)	
Last two (2) years filed income tax returns (all 1040’s, 1099’s, etc.)	
Paystubs for last three (3) months and any documentation stating income amounts for all persons over 18 years of age living in the home excluding full-time students not purchasing the home	
Bank Statements of all accounts – most recent three (3) months of statements on all checking, savings, stocks and bonds, money markets, certificate of deposit, etc.	
Social Security Award Letter, Pension disbursement amount and schedule	
Child Support and/or Alimony – Court statement and/or proof of receipt	

Other benefits including but not limited to Veterans Benefits, Black Lung, Unemployment, etc.	
If previously the owner of a property, copy of sales contract or closing documentation	
Any full-time students age 18 and older must have a letter from college stating the status as a full-time student and showing number of credits being taken during the current semester	

To be eligible to receive downpayment and closing cost assistant, you must meet **all** of the following criteria:

The household has total annual income below 80% of the Area Median Income (AMI)	
Participating households must present a certificate documenting that they have participated in eight (8) hours of first-time homebuyer counseling before closing	
Participants must <b>not</b> have owned a home for the past three (3) years	
All borrowers are a U.S. Citizen, a Permanent Resident Alien, and/or a Temporary Resident Alien with permission to work in the United States	
The home must be located in Pike County. The home must not be located in a floodway.	
The owner will contribute at least \$1,000 toward the cost of the downpayment and closing costs	
The borrowers do not have any outstanding judgments or liens	
The value of any property purchased may not exceed 95 percent of the median purchase price for that type of single-family housing for Pike County MSA. The purchase price may not exceed the fair market value (FMV) based on a copy of the lender's appraisal.	