



HOMEOWNER'S APPLICATION

580 Industry Drive
 Tukwila, WA 98188
 P: 206-682-1231
 www.rtseattle.org

About Us

Rebuilding Together Seattle is a registered nonprofit organization that provides **entirely free home repair services** for low-income homeowners and nonprofit facilities. We are part of the Rebuilding Together national affiliate network. Our work is made possible by volunteers and charitable donations.

Our Programs

We operate our services year-round through programs that match either individual volunteers, small teams, or large groups to address as many repairs and home improvements as we have the technical expertise and financial resources to complete.

We are able to consider most repair requests, however, Rebuilding Together Seattle does not offer emergency repair services, roof replacements, foundation stabilization, cosmetic repairs, and certain major plumbing (such as a new side sewer system) or major electrical (such as panel upgrades or whole house rewiring) work.

Basic Criteria

To be considered for our programs, homeowners must meet the following criteria:

- ✓ You must be the legal property owner
- ✓ You must currently live in the home and plan to remain living in the home for at least the next 3 years
- ✓ You must be low-income and reasonably unable to complete the work on your own
 - The income limits for a household of the following sizes are:

1 person	2 people	3 people	4 people	5 people	6 people
\$47,950	\$54,800	\$61,650	\$68,500	\$74,000	\$79,500

- If you served in the US military or are the spouse of a deceased veteran, our income limits are:

1 person	2 people	3 people	4 people	5 people	6 people
\$70,650	\$80,750	\$90,850	\$100,900	\$109,000	\$117,050

How to Apply

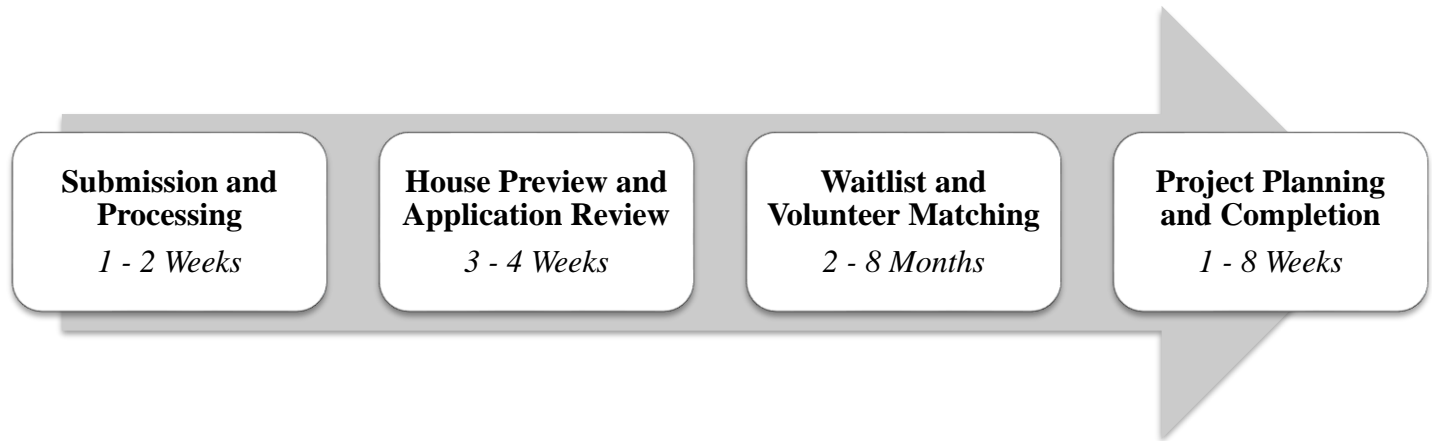
Complete and submit the attached application, along with copies of the following documents:

- ✓ **Income Verification for every member of the household**—Acceptable verification includes your most recent tax return and benefits or other income statements (Exp. Social Security, disability, unemployment, pension, etc.)
- ✓ **Insurance Verification**—Cover page listing coverage amounts of homeowner's insurance policy

Please mail your completed application and materials to:

Rebuilding Together Seattle, 580 Industry Drive, Tukwila, WA 98188

THE APPLICATION PROCESS AND TIMELINE



Application Submission and Processing

1. We process your application to ensure you meet our basic criteria for service.
2. We will contact you if we have any questions or require additional documentation.
3. Please note, incomplete applications, including missing supporting documentation, will delay our processing timeline.

House Preview and Application Review

- Once we receive a fully completed application, our staff will call to arrange a house preview.
- During our meeting we will answer any questions you have, conduct a walk-through of your home, and look at the repair work you have requested.
- We will then review your application to determine if we anticipate being able to serve you through our programs within the next year.

Waitlist and Volunteer Matching

- You will receive a letter in the mail notifying you of our decision.
- If we approve your home for our programs waitlist, we will then look for a volunteer and/or sponsor group to complete some, or all, of the requested repairs.
- When we find a volunteer match we will call to discuss *Project Planning and Completion*.

HOMEOWNER CONTACT INFORMATION

OUR MISSION: Repairing homes, revitalizing communities, rebuilding lives.

First Name		Last Name	
Address		City, Zip	
Primary Phone		Secondary Phone	
Email Address		How did you hear about us?	
Alternate Contact Name		Alternate Contact Phone	
Relationship To Applicant			

HOUSEHOLD BACKGROUND INFORMATION

Demographic data is used only for internal program evaluation and annual reporting.

How many people live in the home?		How many people have a disability?	
Please describe any disabilities or limitations.			
How many people served in the military?		How many people are a spouse of a living or deceased veteran?	
Dates of military service:		Branch:	
How many people identify as:	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Other: _____		<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Gender non-binary
Has anyone in the home been convicted of a crime?	YES NO	If yes, please explain	
Have you ever applied to Rebuilding Together Seattle?	YES NO	When?	
Has our organization ever worked on your home?	YES NO	When?	

HOUSEHOLD MEMBERS	<i>Please list <u>everyone</u> who lives in the house, including children, temporary residents, and renters</i>
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Name	Relationship	Age

♦ Please attach additional sheets, as needed, in order to include all individuals who reside or stay in the home

HOUSEHOLD INCOME INFORMATION	<i>We require a copy of all income statements: tax returns, benefits statements, rental income, etc.</i>
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Name	Monthly Wages/Salary	Monthly Benefits*	Other Monthly Income**	Annual Income
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

*Benefits include pensions, Social Security, SSI/other disability benefits, unemployment, etc.

**Please include any rental income within the last 12 months and any other sources of income

Are there any special circumstances regarding income or expenses within your household? e.g. temporary or seasonal employment, healthcare expenses, etc. that we should be aware of? Please explain below.

♦ Please attach additional sheet, as needed, in order to include all income earners

PROPERTY INFORMATION	<i>We require a copy of your current homeowner's insurance policy face/cover sheet</i>
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Do you have current homeowner's insurance?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Year Built	
Do you have a mortgage?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Year Purchased	
If so, are you behind in any payments?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Purchase Price	
Monthly Mortgage Payment		Do you receive any utility assistance/reductions?	<input type="checkbox"/> YES <input type="checkbox"/> NO

REPAIRS AND ASSISTANCE NEEDED*We are not able to replace roofs, re-pipe or do major sewer repairs, fix foundations, or rewire houses*

Area to be addressed	Brief description of the work needed
Gutters/Soffits	
Exterior Siding	
Porch/Steps/Ramp	
Grab Bars/Handrails	
Other Accessibility	
Windows/Doors	
Security/Safety	
Weatherization	
Walls/Ceilings	
Flooring	
Electrical	
Plumbing	
Appliances	
Clutter Removal/Cleaning	
Yardwork	
Painting	
Other	

HOMEOWNER DISCLOSURE AGREEMENT

Directions: Please *initial all statements that you agree with*. Your signature is required to complete your application. Please call our office if you have any questions.

_____ (Initial) My signature below indicates that all of the above statements and information provided are accurate and complete.

_____ I have read the application instructions and understand the application process.

_____ I understand that Rebuilding Together Seattle (RTS) programs are a free service to homeowners in need and I certify that I do not have the financial means to pay for the repairs for which I am applying.

_____ I understand that acceptance into RTS programs is not guaranteed and subject to available funding and volunteers. Additionally, RTS cannot guarantee that all the requested work will be done.

_____ I understand that I may be asked to provide additional documentation. I authorize RTS to verify any information, including conducting a personal or criminal background check, for any applicant or other adult living in the home.

_____ I understand that RTS retains the right to decline my application or end the program process in the event that any illegal activities at my residence are detected or suspected.

_____ I certify that any alcohol, drugs, and firearms or weapons are securely put away and will remain so during any visits or work performed by RTS representatives or volunteers.

_____ I give permission for trusted RTS representatives to inspect my home for purposes of selection and/or repair, and look at all rooms/spaces in my home. I also give permission to trusted RTS volunteers to complete the work at my home, if my home is selected.

_____ I give permission for trusted RTS representatives to take and use photos of me, my family, my home, and repair needs.

Applicant's Signature

Date

If this form has been prepared by someone other than the homeowner, please complete the following:

Name of Preparer: _____ Relationship: _____

Agency/Employer: _____ Phone: _____