INTAKE SHEET

Date: _____ **E-Mail address:** _____

Applicant's Name: _____ **M [ ] F [ ]**

Address: _____**City**:_____ **State:** _____ **Zip:** _____

Household lives in a Rural area: _____**DOES NOT live in a Rural area:** ____ **Chose not to respond**: _____

Phone: (Home) _____ **(Work)** _____ **(Cell)** _____

Would you like to schedule an appointment with our Counseling Agency? Yes ___ No ___

Best number to call to arrange an appointment during normal business hours Home: _____ Cell: _____

Applicant's S.S. No: XXX-XX-_____ **Date of Birth:** _____**Marital Status:** M_ S _ D _ W _
Number of household members: _____ **Number of household members below age 18:** _____

Co-Applicant's Name: _____ **M [ ] F [ ]**

Co-Applicant's S.S. No: XXX-XX-_____ **Date of Birth:** _____ **Marital Status:** M__ S __ D __ W _

Household is limited English Proficient: ____ IS NOT limited English Proficient: ___Chose not to respond: ___

***The following information is required exclusively for statistical purposes*:**

Applicant	**Co-Applicant**
Race	**Race**
White [ ] Black [ ] America/Indian [ ]	White [ ] Black [ ] American/Indian [ ]
Asian [ ] Other [ ] Native Pacific Islander [ ]	Asian [ ] Other [ ] Native Pacific Islander [ ]
Ethnicity: Hispanic [ ] Non-Hispanic [ ]	**Ethnicity:** Hispanic [ ] Non-Hispanic [ ]

Education: No High School Diploma __ GED/Diploma __ Vocational Certificate __ Some Collage __
Associates Degree __ Bachelors __ Masters __ Doctoral __

Are you currently working? Yes___ No __ **Is Co-applicant currently working**? Yes __ No __

Applicant Income		**Co-Applicant Income**	
Hourly Rate:	_____	Hourly Rate:	_____
No. Hrs. per week:	_____	No. Hrs. per week:	_____
Gross Monthly:	_____	Gross Monthly:	_____

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How Did You Find Out About This Workshop? Agency ____Realtor ____Friend _____Other _____

Have you owned a home within the last 36 months (3 years) Yes____ No ____

Are you working with a Lender? Yes ___ No ____ Please **write their name and contact below**

Lender Name: _____ Phone: _____

Are you working with a Realtor? Yes___No ____ **Please write their name and contact below**

Realtor Name: _____ Phone: _____

If you have signed a purchase contract: Date Signed: _____ Closing Date: _____

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Note: All information requested is required by HUD or other agencies we report our activity. Please take the time to fully complete each item. If you have any questions please ask.