

SELF-HELP HOMES APPLICATION CHECKLIST

63 North 400 West Provo, Utah 84601

**Please submit the following applicable items with your
Rural Development Housing Application**

- _____ 1. 410-4 Uniform Residential Loan Application (all ten pages), original signature(s) –
On SHH Website.
- _____ 2. 3550-1 Authorization to Release Information, one per household member over 18,
signed (even if the individual is not on the application) - **On SHH Website.**
- _____ 3. Employment and Asset Certification filled out and signed - **On SHH Website.**
- _____ 4. Most recent statement of Social Security Benefits, if applicable.
- _____ 5. Copy of two (2) most recent (and consecutive) check stubs.
- _____ 6. Copy of **all** last two (2) years W-2's, and/or 1099's for Applicant and Co-Applicant.
- _____ 7. Copy of the last two (2) years' taxes (Federal 1040).
- _____ 8. If self-employed, copy of the last two (2) tax return schedules (C, K, E, etc...) include
YTD Business Expenses for the current year - **On SHH Website.**
- _____ 9. Documentation of Child Support, Alimony, Divorce Decree, Food Stamps, or other
State Assistance, if applicable.
- _____ 10. Copy of Driver's License and Social Security Card (if not a US Citizen, a Permanent
Resident Alien Card front and back).
- _____ 11. Copy of 2 most recent monthly bank statements of all accounts: checking, savings,
IRA, 401k, etc.
- _____ 12. If using non-traditional credit verification, contact information for landlords from
the last two (2) years, (Name, number, address, email, etc...
- _____ 13. TransUnion Credit Report Fee of \$6.00 per applicant. Bring a check or money order
made out to Self-Help Homes.
- _____ 14. Tri-Merge Credit Report (TMCR) Fee of \$25.00 per household. Bring a voided
check or a deposit slip for an ACH withdrawal from USDA-RD.
- _____ 15. Documentation of Student Loan(s) – monthly payment statement and any grant
documentation. If either applicant is a full-time student, please include a copy of
the transcript.
- _____ 16. Make sure you have an appointment at Self-Help Homes to review and submit
your application.

Phone: 801-375-2205

Email: halie@selfhelphomes.org or debbie@selfhelphomes.org