

TERMS AND GUIDELINES

Administration Fee (Workshop's Registration)	\$25.00	
Membership Fee (One Time Only)	\$100.00	
Homebuyer Readiness Training Curriculum (only one)	Comprehensive (8 – 12 weeks) Fundamental (6 – 8 weeks) Fast Track (4 – 6 weeks)	
Workshops	Homebuyer Express The Domino Effect of Credit	Financial Planner 101 Buyer Beware of Contracts
Counseling Sessions	Pre-Purchase Counseling Credit Counseling Financial Counseling Loss Mitigation/Default Counseling Post-Purchase Counseling	Renters Assistance Buyer's Counseling Home Mortgage Counseling Mobility and Relocating Counseling Home Improvement Counseling
Lending Process	Mortgage Application Meeting Application Approval	
Home Shopping Process (Realtors, Inspectors, Appraisers)	Preview Homes Inspections Appraisals	
Closing Meeting	Downpayment Assistance HUD-1 Settlement Statement (Copy)	
Post-Purchase	Post Occupancy (Home Maintenance) Property Tax (Homestead Exemption) Refinancing and Equity Lines Home Improvement and Rehabilitation	
Loss Mitigation and Foreclosure Prevention	Special Forbearance Loan Modification Partial Claim	Pre-Foreclosure Sales Short Sales Deed-in-Lieu of Foreclosure

AGREEMENT: In this Agreement the word "you" means the member or prospective homebuyer. "Active member" means a person who has paid an Enrollment Fee or who is current with the payment of an annual membership fee. "Urban Hope" and "the Center" means Urban Hope Homeownership Center. You certify that the information provided on this Membership Intake Application is true and correct and is given in order to obtain membership. You authorize Urban Hope to order your credit report and share with affiliated Lenders. You understand that proof of income or other information will be requested from you or others. You understand that you must provide a valid social security number. You agree to provide additional information as requested by Urban Hope from time to time. All information is subject to verification. Urban Hope may retain credit or other information whether or not you purchase a home. You understand that Urban Hope maintains the right to terminate your membership if false information is provided.

PRIVACY NOTICE: Urban Hope is committed to assuring the privacy of families who have enrolled for assistance. Urban Hope assures you that all information shared both orally and in writing will be managed within legal and ethical considerations. Your "financial information", such as your total debt, income, living expenses and personal information concerning your financial circumstances, will be provided to counselors and lenders with your specific authorization.

INDEMNITY: You hold Urban Hope, its staff, agents and volunteers harmless from any claim, suit, action or demand of your creditors, yourself or any other person resulting from advice or counseling provided by third parties that are associated with Urban Hope and/or its affiliates.

ADMINISTRATION OR ENROLLMENT FEE: An Administration Fee of \$25 is to register for the Homebuyer Education Workshop. There is a one-time Enrollment Fee of \$100 to begin membership. These fees are not refundable unless you cancel within 30 days of the date of enrollment and if you have not utilized any of Urban Hope services.

PAYMENTS: You may make payments by cash, check, or credit cards. If you pay by check, you authorize Urban Hope to process the check electronically. If a check is returned, a \$30 returned check fee would be required along with its original payment prior to activation of membership.

HOMEBUYER READINESS TRAINING CURRICULUM: As a part of your membership, you will be recommended to attend one of the educational tracks based upon initial Credit Report and Assessment Survey at time of enrollment. Workbooks will be distributed on the first day of class. There will be a \$15 replacement cost for each workbook that is lost.

By signing below, you certify that you have read and agree to the information provided and the Terms and Guidelines, which are stated above. You certify that all of the information provided on this Membership Intake Application is true and correct.

You are required to attend all the recommended class sessions in order to receive a Certificate of Completion. Two make-up sessions will be allowed; thereafter, there will be a charge of \$25 per additional make-up session.

WORKSHOPS: In order to receive a Workshop Completion Certificate, you must attend the entire workshop seminar and obtain a 75% or better on the workshop test.

COUNSELING SESSIONS: As a member, you will be required to attend a Pre-Purchase Counseling and an Exit Interview as a prerequisite prior to Urban Hope's approval of a Certificate of Completion. Subsequent Counseling sessions may be strongly recommended based upon credit issues and derogative items on your Credit Report. You may be required to complete a recommended series of counseling sessions prior to Urban Hope's approval of a "mortgage ready" classification.

LENDING PROCESS: In order to utilize the services of one of our Lending Partners, you will be required to receive a Certificate of Completion prior to the Lending Process. In addition, you will be required to attend a Mortgage Application meeting with the Lender prior to your Application Approval. Urban Hope can only provide further counseling assistance to you during the Lending Process, if you choose to employ the services of our Lending Partners.

HOME SHOPPING PROCESS: In order to utilize our participating real estate professionals and services, a Buyers' counseling session will be required prior to representation from our real estate sales team. You will be assigned to a participating salesperson prior to the previewing of homes. Urban Hope strongly recommends that you purchase a home that meets the guidelines of the Federal Housing Quality Standards. In addition, Urban Hope will provide a list of Inspectors and Appraisers for your home purchase.

CLOSING MEETING: As a member, you will be required to submit a copy of your HUD-1 Settlement Statement to Urban Hope upon closing in order to receive any type of downpayment assistance from the Center.

POST-PURCHASE: As an active member, it is recommended that you attend at least two (2) post-purchase classes after purchasing a home in order to receive additional services and assistance such as Home Improvement and Rehabilitation Counseling. If you receive down payment assistance, it is recommended to receive post-purchase counseling within one year of purchase.

LOSS MITIGATION: As an active member, Urban Hope will provide counseling and services to assist you in the prevention of default and foreclosure.

Applicant's Signature _____

Date _____

Co-Applicant's Signature _____

Date _____