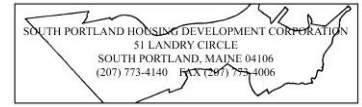




South Portland Housing Authority  
 51 Landry Circle  
 South Portland, ME 04106  
 207-773-4140 FAX: 207-773-4006



## Neighborhood Stabilization Program Open Enrollment Application

Submission of this completed form will put you on the list of Program Participants, provided your household income meets guidelines. You will be notified in writing of each specific NSP property that becomes available. Interest in a specific property must be made in writing by 4:00 PM of the last day specified in the Property Notification. All completed documentation must be received by that time.

Complete the Information below to receive information as properties become available for purchase:

Applicant Name: \_\_\_\_\_ Co-Applicant Name: \_\_\_\_\_

Applicant Street Address: \_\_\_\_\_ Co-Applicant Street Address: \_\_\_\_\_

Applicant Town of Residence: \_\_\_\_\_ Co-Applicant Town of Residence: \_\_\_\_\_

Applicant Town of Work: \_\_\_\_\_ Co-Applicant Town of Work: \_\_\_\_\_

Applicant Telephone: \_\_\_\_\_ Co-Applicant Telephone: \_\_\_\_\_

Household Consists of (quantity): \_\_\_\_\_

### Step # 1: Household Monthly Income

Gross Monthly Income Primary Applicant: \_\_\_\_\_ Gross Monthly Income Co-Applicant(s): \_\_\_\_\_

Gross Monthly Income Other: \_\_\_\_\_ **TOTAL HOUSEHOLD GROSS MONTHLY INCOME:** \_\_\_\_\_

When you submit this document you will receive:

\_\_\_\_\_ NSP Guidelines                      \_\_\_\_\_ 120% Median Income Calculator                      \_\_\_\_\_ NSP Application Form

\_\_\_\_\_ Homebuyer Education Program Contact Sheet                      \_\_\_\_\_ List of properties available w/data sheets

Please initial and date all items received. Thank you!

**All Applicants must meet and provide documentation for these requirements  
 in order to participate in a lottery for a specific property:**

- Household Income may not exceed 120% of area median income (tax returns and paycheck stubs)
- Minimum of \$500.00 in savings (photocopy of bank/credit union statement)
- Pre-approved for conventional/portfolio/FHA/MaineHousing/VA fixed rate loan of no more than 30 years (written approval from lending institution)
- Housing-to-income and Debt-to-income ratios shall not exceed ratios for their pre-approved financing.  
     NSP no-interest loan Subsidy of no more than 25% of purchase price may be utilized to meet ratios if funds are available and applicant does not meet ratio requirements without the subsidy.
- Completion certificate from an approved Homebuyer/Landlord education program as applicable

