Effective 12-07-09

OWN IN SANDY PROGRAM
SANDY CITY DEPARTMENT OF ECONOMIC DEVELOPMENT

APPLICATION PROCESS

ITEMS NEEDED TO START THE "**OWN IN SANDY**" PROCESS : (Please provide copies of all documents to Vickey Barrett at Sandy City Hall, Economic Development, 10000 Centennial Parkway, Suite 300, Sandy, 801-568-7105-Phone, 801-568-7169-Fax or email vbarrett@sandy.utah.gov

1. COMPLETE THE **OWN IN SANDY** APPLICANT INFORMATION - Available on the City's website www.sandy.utah.gov/owninsandy

2. PROVIDE COPY OF MOST CURRENT TAX RETURN, (FEDERAL FORM 1040) FOR ALL HOUSEHOLD MEMBERS OVER THE AGE OF 18 REQUIRED TO FILE A TAX RETURN.

3. PROVIDE COPIES OF CURRENT PAY STUBS FOR THREE (3) MONTHS FOR ALL HOUSEHOLD MEMBERS OVER AGE 18 WHO ARE WORKING.

4. SIGNED **OWN IN SANDY** COMMITMENT LETTER. (When brining in documents)

5. PROVIDE PICTURE IDENTIFICATION (We will copy when you are here).

6. NON U.S. CITIZENS – DOCUMENTATION OF LEGAL RESIDENCY

REMAINING ITEMS NEEDED FOR FILE COMPLETION AND FINAL APPROVAL:

1. TITLE COMMITMENT FOR THE PROPERTY

2. LENDER'S LOAN APPROVAL LETTER – (To be provided by lender) Indicating:
   (1) loan has been approved
   (2) loan amount
   (3) loan terms
   (4) interest rate

3. LENDER AFFIDAVIT

4. APPRAISAL OF THE PROPERTY

5. SETTLEMENT STATEMENTS (To be provided by Title Company).

6. SIGNED DEFERED GRANT/LOAN AGREEMENT