



CITY OF ALTON
HOMEOWNERSHIP PROGRAM
LENDER PACKAGE

CITY OF ALTON
Homeownership Program
ANNUAL INCOME ELIGIBILITY*

Household Size	Gross Income
1	\$57,800.00
2	\$66,050.00
3	\$74,300.00
4	\$82,550.00
5	\$89,200.00
6	\$95,800.00
7	\$102,400.00
8	\$109,000.00

* - Household income limits as of May 1, 2024. Income limits are set by the U.S. Dept. of Housing and Urban Development and are subject to change.

IMPORTANT NOTES REGARDING THE CITY OF ALTON HOMEOWNERSHIP PROGRAM

1. All buyers must invest at least \$1,000 of their own funds in the project. ***This must be in the form of earnest money deposits, cash at closing, or a combination thereof.*** The lender/buyer must be able to supply proof of \$1,000 invested to the City of Alton prior to closing. This can be in the form of paid receipts or copies of checks. If there are extra funds at closing, those funds must be used as a principal reduction. They cannot be used to reimburse the \$1,000.
2. Pre-purchase homebuyer counseling by a HUD-approved agency is required before closing. Information, including fee schedules, for such agencies in the greater St. Louis area is attached. Fees are subject to change at the discretion of the agencies at any time. Counseling fees will be paid at closing. The City of Alton must receive a copy of a certificate showing that the homebuyer has completed counseling before closing.

Items that must be submitted before file approval:

- Sales contract, including lead-based paint disclosure
- City of Alton Program Application and General Release
- Worksheet for Calculating Income
- Mortgage Credit Analysis Worksheet (MCAW) for FHA loans or Details of Transaction for all other types of loans, showing a back-end ratio of no more than 41%
- City of Alton Homeownership Program Agreement
- Uniform Residential Loan Application (1003)
- Good Faith Estimate
- Credit Report
- Approval/Commitment Letter from Primary Lender
- Verification of Employment (VOE) and/or 1 month's pay stubs
- Previous two year's W-2s and Tax Returns (Income Verification)
- Verification of Deposit (VOD) and/or bank statements

Items that must be submitted before closing:

- Appraisal
- Flood Certification
- HQS Inspection (and re-inspection with noted corrections if necessary)
- Lead Visual Assessment report
- Inspection Amendment (signed by buyer and seller)
- URA Notification (signed by seller)
- Insurance certificate with City of Alton listed as additional insured
- Copy of title commitment
- Copy of homebuyer counseling certificate
- Proof of \$1,000 spent (*Must be earnest money deposits, cash at closing, or combination thereof*)

**ALTON DEPARTMENT OF PLANNING & DEVELOPMENT
HOMEOWNERSHIP PROGRAM
CHECKLIST FOR LENDERS**

- _____ *Fully Executed Sales Contract with Disclosure of Information on Lead-Paint and Lead-Based Paint Hazards
- _____ *Approval Letter
- _____ *Copy of Mortgage Credit Analysis Worksheet
- _____ *Signed Loan Application with Details of Transaction completed in full
- _____ *Copy of Good Faith Estimate
- _____ *Copy of the Credit Report
- _____ *Verification of Deposit or 2 Months Current Bank Statements for All Accounts
- _____ *Verifications of Employment for All members of the Household that are 18 or Older and Employed
- _____ *Verification of Social Security Income and Child Support, if applicable
- _____ *1 Month of Current Paystubs for All Members in the Household that are 18 or Older and Employed
- _____ *Most Recent Signed Tax Returns and W2's
- _____ *Worksheet for Calculating Anticipated Income Completed and Signed by Lender (original copy)
- _____ *Certification of Income (Exhibit A)
- _____ Homebuyer Counseling course completed.
- _____ Proof of \$1,000.00 investment towards purchase of subject property.
- _____ *Homeownership Program Application Completed and Signed by the Applicant(s) (original copy)
- _____ *General Release Form Signed by All Applicants and Additional Household Members whose Income is required per the Calculating HUD's Annual Income Memo
- _____ *Homeownership Program Agreement Signed by the Applicant(s)
- _____ *Uniform Relocation Act Notification Signed by Seller(s)
- _____ *Inspection Amendment Signed by Seller(s) and Buyer(s)
- _____ *Copy of Appraisal
- _____ *HUD's Housing Quality Standards Inspection completed by an inspector approved by Alton Department of Planning & Development. If necessary, repairs and final inspection will be needed before closing. If New Construction, Model Energy Inspection needs to be done.
- _____ Flood Certification
- _____ Proof of Homeowners Insurance with City of Alton listed as an additional insured on Homeowner's Insurance
- _____ Title Commitment
- _____ *Report of Visual Assessment
- _____ Copy of Notice to Occupants, if paint stabilization is required. (looking for sample)
- _____ Name of lead contractor, insurance liability certificate, and Federal I.D. Number.
- _____ Clearance report, stating that worksite is free of deteriorated paint surfaces and/or visible amounts of dust, debris, paint chips or other residue. **Must be issued before occupancy.**
- _____ Copy of notice that stating that paint stabilization work has been completed (looking for sample).

***These items need to be forwarded to the City of Alton, Department of Planning & Development before the process of approval for the Homeownership Program can begin.**

All funds are reserved on a first come, first served basis. No funds will be reserved until all * items have been received and an approval letter has been issued by the City of Alton, Department of Planning & Development.

APPROVED HQS INSPECTORS

Approved HQS Inspector List

Please inform inspector that this is a HQS inspection when you call to set up the inspection!

Company	Address	City	ST.	ZIP	Phone	Cell Phone	E-Mail Address or Fax	Initial	Flw-up
A.A. Trust Home Inspections Johnathan Orr	16 Sunset Ave.	Glen Carbon	IL	62034			johnorr1976@yahoo.com	\$75-\$100	\$25-\$50
						(618)530-1721			
Accredited Home Inspection Specialists Mark Perry	520 Crestwood Dr.	Swansea	IL	62226			AHIS@Charter.net	see website for fees: www.AHIS1.com	
						(618)570-8045			
Accurate Home Inspections L.L.C. Dan Brawley	2748 State St.	Granite City	IL	62040			danbrawley@gmail.com	Under 200,000 - \$225	\$25
					(618)451-2833	(618)530-1099			
Advanced Home Inspections Mark Beatty	P. O. Box 129	Bethalto	IL	62010			mbsbbb@aol.com		
						(618)334-4817	(618)334-4817	\$200	\$50
Bi-State Inspections Joe White	P. O. Box 1076	Alton	IL	62002	(800)771-6959		joe@bistateinspections.com	up to 2000 sq. ft. - \$229	\$45
							(618)462-3830	over 2000 sq. ft. - \$270	
Gateway Inspections, Inc. David Meadows	7312 Pear Tree Lane	Collinsville	IL	62234	(618)344-0980		dave@gateway-inspections.com	\$230	\$75
Goshen Property Inspections Tom Maloney	325 Park St.	Worden	IL	62097	(618)459-3437	(618)558-2991	weinsp@madisontelco.com	\$200-\$225	\$75
Gum Property Inspections Mark Gum	19 Pine Lake Dr.	Collinsville	IL	62234	(618)345-3300	(618)531-3300	markgum@qinspect.net	\$235	\$100
Huntley Inspection Services Dean Huntley	233 Hickory St.	Edwardsville	IL	62025	(618)659-9481	(618)971-7968	deanh6974@sbcglobal.net	\$175-\$300	\$125
Inspect First Nino Primavera	P.O. Box 5272	Godfrey	IL	62035				\$185-\$225	\$75
					(618)466-8016	(618)977-7006	(618)977-7006	Includes state-approved inspection	
Inspect First Metro East Rick Schultz	722 Lillian	Collinsville	IL	62234			schultz.s@sbcglobal.net	\$185	\$75
						(618)558-9428			
Inspector Plus, Inc. David Landolt	1846 Klaus Geiger Rd.	Highland	IL	62249			IPi2006@aol.com	\$225	\$50
						(618)550-2800			
Dan Mansmith					direct #	for scheduling		up to \$199,000 - \$250	
	208 Derbyshire Dr.	Swansea	IL	62226	(618)223-0247	(800)285-3001	Dmansmith@bpqwi.com	over \$199,000 - \$300	\$100
Metro East Home Inspection, Inc. Marc Graves David Nordike	1091 12th St.	Carlyle	IL	62231				Call for inspection fees	
						(618)304-3465			
National Property Inspections Jim & Brett Ahring	3056 Route 4	Staunton	IL	62088			ahring20@madisontelco.com	\$200	\$60
					(618)635-8724	(618)656-4020			
Professional Home Inspections (PHI) Michelle Cox	922 Washington Ave.	Alton	IL	62002				up to 1000 sq. ft. - \$175	\$0
					(618)670-6951			up to 1500 sq. ft. - \$225	
								up to 2500 sq. ft. - \$250	
Prudent Home Inspection, Inc. Steve Norris	308 Butcher	Bethalto	IL	62010			prudentinspection@sbcglobal.net	\$175	\$50
					(618)377-0574	(618)334-5785			
Safety Partners, Ltd. Kevin R. Kuethe, Michael Karlechik, Ryan Portugal	620 Armsway Blvd.	Godfrey	IL	62035				\$175	
					(618)467-0480		(618)467-0481	\$50 for no-show or unable to enter	
Sure Home Inspection Service Donald Shevlin	610 Indiana Ave.	Collinsville	IL	62234			dshevlin@sbcglobal.net	\$160	\$45
					(618)344-9220			over 100,000 - \$180	
Tag Home Inspections Timothy Ballard	1454 Yorkshire Lane	Brighton	IL	62012			timothy_ballard@sbcglobal.net	\$175	\$75
					(618)372-8032	(618) 772-8192			
Waltman Home Inspections Charles Waltman	4022 Garden Lane	Granite City	IL	62040				\$155	\$50
						(618)806-1233	(618)931-6604		

12/9/2010

(This is list is not exhaustive and is subject to frequent revisions.)

HUD Approved Housing Counseling Agencies

Justine Petersen Housing and Reinvestment Corporation

Metro East Phone: 618/219-8820 (preferred number)

St. Louis Phone: 314/533-2411, Ext. 117

What: **One-on-one pre-purchase homebuyer counseling:** Includes credit, debt and income, employment and rental history, budgeting and saving; review of mortgage loan products and terms; advantages and disadvantages of homeownership vs. renting. This counseling is particularly designed for those who do not have loan approval and have not signed a contract.

Where: **Madison County Title office, 120 N. Main St., Edwardsville, IL 62025**

Justine Petersen Housing and Reinvestment Corporation 1023 North Grand Boulevard, St. Louis, MO

When: Appointments for one-on-one counseling must be set up in advance. Length of session for one-on-one counseling will depend on individual needs.

Cost: \$250 for one-on-one counseling.
Fees will be paid to counseling agency upon closing. Certificate issued upon completion.

Community Education Services – Fred Kimbrough

Phone: 618/233-4119 Fax: 618/233-4611

What: **One-on-one pre-purchase homebuyer counseling:** Includes getting a mortgage loan, understanding credit, budgeting, shopping for a home (all steps from finding a realtor through closing), what to look for in homeowners' insurance

Where: **Community Education Services office, #2 Park Place, Swansea, IL 62226**

When: Appointments for one-on-one counseling must be set up in advance. Length of session for one-on-one counseling will depend on individual needs.

Cost: \$250 for one-on-one counseling.
Fees will be paid to counseling agency upon closing. Certificate issued upon completion

Madison County Urban League

210 William St.

Alton, IL 62002

Phone: 618/463-1906

What: Pre-purchase homebuyer counseling classes

Where: At the office listed above

When: Please call for scheduled classes or individual class sessions

Cost: \$250 due at closing
Certificate issued upon completion.

CITY OF ALTON

Homeownership Program Application

Applicant: _____

Current Address: _____

City: _____ **State:** _____ **Phone #:** _____

The undersigned hereby certifies that:

1. This Application is being delivered in connection with the undersigned's application for funds from the City of Alton, in connection with the above referenced program.
2. The following individuals will occupy the home:

Occupant	Relationship	Age
a. _____	Head of Household _____	_____
b. _____	_____	_____
c. _____	_____	_____
d. _____	_____	_____
e. _____	_____	_____
f. _____	_____	_____

3. The total annual household income as of the date of application by Buyers to Madison County Community Development is as follows:

\$

I certify that the information above is true and complete to the best of my knowledge on the date hereof. If this Application is executed more than 90 days prior to the closing date, I agree to update and re-certify the accuracy of the information herein provided within 90 days of the closing date.

Applicant

Date

Applicant

Date

ZERO INCOME VERIFICATION
(For household members who have NO income)

APPLICANT NAME: _____ **SOCIAL SECURITY #** _____

ADDRESS: _____

I HEREBY CERTIFY THAT I DO NOT RECEIVE INCOME FROM ANY OF THE FOLLOWING SOURCES:

1. Wages from any type of employment (including commission and fees).
2. Income from the operation of a business. (Self-employment – Avon, Mary Kay, etc.)
3. Rental income from real or personal property.
4. Interest or dividends from assets.
5. Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits.
6. Unemployment
7. Public Assistance (TANF, General Assistance (GA), etc.)
8. Alimony or Child Support
9. Educational grants and/or scholarships or Veteran Benefits available for subsistence after deducting expenses for tuition, fees, and books.
10. Regular monthly cash contributions from an outside source.

And, that I have no income of any kind whatsoever at this point in time and do not anticipate income from any source within the next twelve months.

PRINT NAME

SIGNATURE

DATE

PHONE NO.

WARNING:

Title 18, Section 1001 of the U. S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

Worksheet for Calculating Anticipated, Annual Income

CITY OF ALTON DEPARTMENT OF PLANNING & DEVELOPMENT
Homeownership Program

Name of Head of Household: _____

Address of Unit: _____

Date Prepared: _____ Prepared by: _____

Number in Household _____

Assets: (See pages 14-15 of "Calculating HUD's Annual Income")

Name	Description of Asset	Cash Value	Actual/Disposed	Actual Income
1. Total Net Household Assets				
2. Total Actual Income From Assets				
<i>(Complete only if Item 1 is greater than \$5,000)</i>				
3. Imputed Income from Assets (Item 1 x HUD Passbook Rate (2.0%))				

Anticipated Annual Income: (See pages 7-13 of "Calculating HUD's Annual Income" for income inclusions and exclusions)

Name	Wages/Salaries	Social Security/Pensions, etc.	Public Assistance	Other	
4. Totals	a.	b.	c.	d.	e.
5. Asset Income to be Considered		<i>(Enter the greater of Item 2 or Item 3)</i>			
6. Total Annual Income		<i>(Item 4e +5)</i>			

This certifies that the above applicant's annual income is within the eligible range for receiving assistance through the City of Alton's Homeownership Program. Eligibility was determined by using HUD's income guidelines. The worksheet used to calculate the applicant's annual household income is above.

Please attach an adding machine tape or show work below. Thanks.

Completed by: _____

Date: _____

City of Alton

General Release and Authorization Form

I/We hereby authorize City of Alton (ALTON), its employees and/or designated agents to obtain and receive all records and information pertaining to my/our eligibility for any and all assisted programs or assisted housing units to which I/We have applied or occupy. These records and information may include, but are not limited to, the following: verification of employment/income, such as VEOEs, paystubs, child support documentation, alimony payments, IRS tax returns; fixed income documentation, such as Social Security, pension, retirement, and investment benefits; banking/investment information; marriage, certificates, birth certificates, divorce decrees and child custody records; credit reports, proof of residency, and loan documents from all persons, companies or firms holding or having access to such information. Authorization is also granted to maintain any such records and allow review for compliance or loan servicing by employees and/or designated agents of ALTON, the U.S. Department of Housing and Urban Development (HUD) and/or the Illinois Housing Development Authority (IHDA). In any instance where assistance was provided by the Illinois Housing Development Authority this serves as authorization for the IHDA to share records and information with ALTON through the duration of the application process, term of the loan or occupancy of assisted housing unit.

This General Release and Authorization shall remain in full force and effect from the date of the signature(s) appearing below through the duration of City of Alton’s record retention requirements.

Signature of Applicant/Tenant

Signature of Applicant/Tenant

Printed Name

Printed Name

Social Security Number

Social Security Number

Date

Date

CITY OF ALTON
HOMEOWNERSHIP PROGRAM AGREEMENT

The buyer, _____, understands that this program is intended to assist low-income first-time homebuyers, one time only per household, in purchasing homes in within the The City of Alton. Low-income households are those whose gross annual household income falls at or below the guidelines listed below. Household, for purposes of this program, is defined as: "one or more persons occupying a housing unit."

Household Size	Gross Income
1	\$57,800.00
2	\$66,050.00
3	\$74,300.00
4	\$82,550.00
5	\$89,200.00
6	\$95,800.00
7	\$102,400.00
8	\$109,000.00

*Income limits are modified from time to time by the U.S. Department of Housing and Urban Development. Such modifications are automatically incorporated into this provision form.

The buyer further understands that the income figure that will be used to determine eligibility is the household annual income, that is, the gross amount of income **anticipated** to be received by the buyer's household during the next 12 months.

The buyer further understands that in determining eligibility, it will be necessary for the City of Alton to look at income and assets that the buyer's household has and also the buyer's credit history as a loan applicant. In order for this to be done accurately, the buyer and members of the buyer's household will be asked to sign a general release form, which gives the lending institution and the City of Alton permission to check various items to determine eligibility for housing programs.

The buyer understands that in order to qualify for the Homeownership Program, he/she must not only be within the income guidelines and demonstrate the ability to repay a loan. The buyer must also be a first-time homebuyer, purchasing the home to use as a principal residence. In other words, the buyer must intend to live in the home and not buy the home for any other purpose, such as rental property.

The buyer understands that he/she may not have any credit blemishes within the previous 12 months of his/her application and that the buyer's median credit score must be at least 620.

The buyer further understands that the City of Alton will review each application package on a case-by-case basis. Assistance will be provided only on the purchase of existing single-family, owner-occupied dwellings within the City of Alton. The buyer, as a loan applicant, must show the ability to comply with the loan standards of the lending institution and with the homeownership program regulations. These include a total housing debt (mortgage principal, interest, taxes, and insurance) of less than 35% of the

household's monthly income and a total debt-to-income ratio that does not exceed 41%. The maintenance of property insurance for the full, replacement value of the property, and flood insurance, if necessary, is required with the City of Alton listed as a mortgage holder on the insurance certificate for the term of the loan. **The buyer will also be required to have an escrow account established with the lender to cover the cost of property insurance and property taxes.**

The City of Alton will provide a portion of the minimum down payment and closing costs from a grant from the Illinois Housing Development Authority (IHDA) or alternative sources. **The total maximum amount of assistance provided by The City of Alton shall not exceed \$3,000 for households at or below 80% of median income or \$5,000 for household below 50%.** Financial assistance will be offered in the form of a forgivable loan. Some will depreciate at a rate of 20% per year, others will be pro-rated on a monthly basis over the 5-year period. A lien will be filed for the amount of the assistance.

The buyer understands that he/she must have the City of Alton listed as an additional insured on his/her homeowners' insurance policy for the life of the loan and provide proof of that insurance before closing.

The financial assistance provided under this program is for only a small portion of the cost of a home. In addition to the financial assistance provided by this program, the buyer will need financing from a participating lending institution.

The buyer understands that this program will not provide assistance without the involvement of a participating lending institution. Assistance cannot be provided if the home is being purchased "contract-for-deed".

ELIGIBLE PROPERTIES

The buyer understands that the property being purchased can be an existing or newly constructed home. It may be either a detached single-family dwelling or condominium. This program will not assist in the purchase or inspection of rental property, manufactured or mobile homes. The maximum value of the property being purchased must not exceed the program limit of \$281,250.

The buyer understands that he/she must have adequate homeowner's insurance on the property to be purchased, including flood insurance, if the property is located in a flood plain.

PROPERTY STANDARDS

The buyer understands that the property must be free from any defects that pose a danger to the health and safety of occupants by meeting HUD's Housing Quality Standards before closing and the standards of Title X before occupancy.

The buyer understands that he/she will have to pay the costs of having the house inspected for HUD's Housing Quality Standards violations and pay for the home to be inspected a second time to make sure that the necessary repairs have been made. The buyer may also have to pay for a visual assessment for deteriorating lead-based paint and a clearance test, if paint stabilization is necessary. A list of program-approved inspectors can be obtained from the lender.

RECAPTURE PROVISIONS

The buyer understands that a lien will be placed against the property in the amount of any loans that the City of Alton makes to the homebuyer. If the homebuyer should decide to sell the property to another

household, the remaining amount owed to the City of Alton must be repaid in full. If the homebuyer should decide to rent out the property, the homeowner must repay the remaining loan amount in full upon decision to rent property. The lien(s) against the property will be released upon repayment in full.

REFINANCING

The buyer understands that he/she may refinance his/her home in order to get a different interest rate or to get cash out to make home repairs. The buyer understands that the City of Alton will only subordinate its loan to a refinanced loan under the following conditions:

1. The loan-to-value ratio of the refinanced loan package should be 100% or less.
2. Where proposed loan-to-value ratios are greater than 100%, the City of Alton will require the homeowner to participate in a credit-counseling program, with an analysis of at least two different refinancing options.
3. The City of Alton is willing to subordinate its second mortgage behind whatever fees are necessary for the refinance. The city may also subordinate if the homebuyer is getting cash out for home rehabilitation. Verification of the rehabilitation expenses to be paid is required. However, it will not subordinate if the homebuyer is getting **any** cash out for paying past due bills, or other items unrelated to homeownership.

The buyer further understands that if his/her loan was funded from IHDA funds, he/she may have to request the subordination directly from IHDA. The buyer also understands that IHDA does not subordinate their loans on a regular basis.

EQUAL OPPORTUNITY HOUSING STATEMENT

The buyer understands that the City of Alton does not discriminate on the basis of age; sex; religion; national origin; physical disability, including impaired vision or hearing; or political or union affiliation. No person, solely on the basis of any of the above factors, shall be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under the Homeownership Program administered by the City of Alton.

By signing and dating this document I certify that I have read, understand, and agree to the above provisions of the City of Alton Homeownership Program.

Homebuyer Signature

Date

City of Alton Representative Signature

Date

Homebuyer Signature

Date

INSPECTION AMENDMENT
For
CITY OF ALTON
Homeownership Program

This Inspection Amendment is a part of a contract for the sale of real estate between the undersigned, with a contract, dated _____, 20____, for the property in question.

The parties agree that the Buyers' obligation to perform the contract for sale of real estate is conditioned upon the completion and approval of a HUD Housing Quality Standards inspection as promulgated in 24 CFR 882.109 and a visual lead assessment as required by the Residential Lead- Based Paint Hazard Reduction Act of 1992 (Title X). If these inspections indicate that repairs are necessary, the Seller, at his sole option, may elect to make the required repairs at Sellers' sole expense or to terminate the contract. All repairs required by the HQS inspection, if any, must be completed in a satisfactory manner before closing. All lead paint stabilization efforts required by the visual assessment, if any, must be satisfactorily addressed before occupancy by the buyers.

All HUD-HQS inspections and visual lead assessments will be performed by inspectors approved by Alton Department of Planning & Development and will be paid for by the Buyers.

The HUD-HQS inspector and/or the visual lead assessor shall notify the Seller, the Buyer, and the Realtor immediately after the initial inspection. If the inspections indicate that repairs/lead paint stabilization are needed, Seller should notify the Buyers of the decision whether to terminate or repair within five (5) calendar days of the delivery of the inspection report. If the Seller so fails to notify the Buyer, Buyer shall have the option to terminate the contract at his sole discretion.

Upon completion of the required repairs, Seller shall notify Buyer and/or the Realtor. A second HUD-HQS inspection shall occur. If the property passes inspection, then the sale shall be completed according to its terms and conditions, as defined in the sales contract. If the property does not pass the second inspection, the sales agreement may be terminated.

If stabilization of lead-based paint was completed in excess of de minimis levels as defined in Title X, a clearance must be performed and the dwelling must pass clearance before the home can be occupied.

Buyer is securing partial funding for the contract for the purchase of the real estate through the City of Alton and when applicable, Madison County Community Development, a division of Madison County. The County is prohibited by law and will not pay any funds to the Buyer, Seller or Lender without the property in question successfully passing a HUD-HQS inspection and a visual assessment for deteriorating lead-based paint. If this amendment is inconsistent with the terms of the contract between the parties, the provisions of this amendment shall control.

Property to be Inspected

Address

City

Seller

Buyer

Signature

Signature

Print Name

Print Name

Signature

Signature

Print Name

Print Name

Date

Date

CITY OF ALTON
Homeownership Program

Notification of Uniform Relocation Act (URA) for HUD Programs

This notification is to be delivered and signed by the seller of the property prior to the seller's acceptance of the purchase offer. If a purchase offer has already been accepted by the seller, this notice informs the seller that under the Uniform Relocation Act (URA) and 24 CFR Section 104(d), the seller is allowed to withdraw from the purchase agreement.

As required by the URA acquisition rules, the City of Alton, Department of Planning & Development makes the following statements:

1. The sale of the property located at _____ is an arms length voluntary transaction;
2. The Present fair market value of the subject property has been estimated by _____ to be \$ _____;
3. The City of Alton will not use eminent domain to acquire the property;
4. The subject property is not part of a planned or designated project area where substantially all property within the area will be purchased.

The seller states that the subject property is not occupied rental property. No rental tenant will be displaced as a result of this purchase.

By signing and dating this notice the seller understands and accepts receipt of this notice, and acknowledges that although Federal funds are being used in this purchase, the seller is not entitled to relocation assistance.

Print Full Name: _____
(seller)

Signature: _____

Date: _____