The Blaine County Housing Authority provides affordable ownership and rental opportunities for people who live and work in Blaine County.

**WHO**
People who **live and work** in Blaine County.

**WHAT**
Ownership and rental housing opportunities available at below market rate pricing.

**HOW**
Submit an application to begin your process towards affordable housing options.

**WHEN**
Our housing supply is limited, especially for rentals. The sooner you apply, the more time BCHA can work with you to meet your needs. When availability happens, we reach out to applicants already in our database.

**NOW WHAT**
Affordable housing is only a few steps away! By completing an application, you invest in your future in Blaine County.

**FOLLOWING UP**
Annually updating your application is crucial! We keep you in our database and notify you when a community housing unit suiting your needs becomes available. Updating your application ensures BCHA knows how to meet your housing needs.

**QUESTIONS**
BCHA is here to help! Give us a call us at 208.788.6102 or email info@bcoha.org

**SUBMITTING AN APPLICATION**
Return attached application and **ALL** checklist items to Blaine County Housing Authority

- **In Person**
  191 Sun Valley Road
  Suite 102 & 103
  Ketchum, ID 83340

- **Mail**
  P.O. Box 4045
  Ketchum, ID 83340

- **Scan & Email**
  info@bcoha.org

**Applying through ARCH Community Housing?**
- Send a copy of attached application and checklist items to:
  The Housing Company
  P.O. Box 6493
  Boise, ID 83707-0943

**CHECKLIST ITEMS**
- Application
- Tax Returns (Prior 2 Years)
- W2’s (Prior 2 Years)
- Pay Stubs (Last 3 Months)
- Current Credit Score

**THE PROCESS TO LIVING IN A COMMUNITY HOME**

- **COMPLETE APPLICATION**
  - Complete the attached application
  - Include copies of the checklist items
  - Turn in all materials either in person or by fax/mail/email

- **JOIN DATABASE**
  - BCHA monitors your information in the database
  - Wait for a unit matching your housing needs to become available
  - The wait time for housing varies, sometimes requiring years for the best option

- **LIST PREFERENCE**
  - Preference is based on several factors such as household size, income, location desired, length of time living/working in Blaine County, and total time in database
  - Applicants receive “priority points” which increase over time

- **APPROVAL**
  - A unit matching your preferences becomes available
  - Begin final steps toward home ownership/rental
  - BCHA provides personal assistance to anyone needing help with the process including one-on-one counseling, just ask!

For more in depth information regarding the role BCHA plays in the greater community and how it can help you with your housing needs, please visit our website [www.bcoha.org](http://www.bcoha.org)
This form allows BCHA to collect all the necessary information needed to serve you.

**ATTACHED COPIES OF THE FOLLOWING DOCUMENTS REQUIRED:**
- [ ] IRS Tax Returns and/or W2 Forms (Prior 2 Years)
- [ ] Pay Stubs (Last 3 months)
- [ ] Current Credit Score

### Applicant Information

<table>
<thead>
<tr>
<th>Primary Applicant</th>
<th>Co-Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name: _______</td>
<td>Full Name: _______</td>
</tr>
<tr>
<td>Have you ever applied to BCHA before? <strong>Yes</strong>  <strong>No</strong></td>
<td>Have you ever applied to BCHA before? <strong>Yes</strong>  <strong>No</strong></td>
</tr>
<tr>
<td>If YES, please list the date of application and name used:</td>
<td>If YES, please list the date of application and name used:</td>
</tr>
<tr>
<td>Date of Birth (mm/dd/yy): _______ / _______ / _______</td>
<td>Date of Birth (mm/dd/yy): _______ / _______ / _______</td>
</tr>
<tr>
<td>Physical Address: (Include City/State/Zip)</td>
<td>Physical Address: (Include City/State/Zip)</td>
</tr>
<tr>
<td>Mailing Address: (Include City/State/Zip)</td>
<td>Mailing Address: (Include City/State/Zip)</td>
</tr>
<tr>
<td>Cell Phone: (____) - _______ - _______</td>
<td>Cell Phone: (____) - _______ - _______</td>
</tr>
<tr>
<td>Other Phone: (____) - _______ - _______</td>
<td>Other Phone: (____) - _______ - _______</td>
</tr>
<tr>
<td>Personal Email Address:</td>
<td>Personal Email Address:</td>
</tr>
<tr>
<td>Are you a legal resident of the U.S.? <strong>Yes</strong>  <strong>No</strong></td>
<td>Are you a legal resident of the U.S.? <strong>Yes</strong>  <strong>No</strong></td>
</tr>
<tr>
<td>If NO, would you like information for legal counsel? <strong>Yes</strong>  <strong>No</strong></td>
<td>If NO, would you like information for legal counsel? <strong>Yes</strong>  <strong>No</strong></td>
</tr>
<tr>
<td>Would you like to receive emails? <strong>Yes</strong>  <strong>No</strong></td>
<td>Would you like to receive emails? <strong>Yes</strong>  <strong>No</strong></td>
</tr>
</tbody>
</table>

### Household Status

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
<th>Date of Birth</th>
<th>Sex</th>
</tr>
</thead>
</table>

| Are any household members, including applicants, retired? | **Yes** | **No** |
| If YES, please list the name of retiree and retirement date: | |
| Are any household members, including applicants, a veteran? | **Yes** | **No** |
| Are any household members, including applicants, disabled? | **Yes** | **No** |
| *Reasonable accommodations for people with disabilities will be provided upon request.* | |
| If YES, please provide the disabled person’s name and describe disability: | |

| Do any household members have pets? | **Yes** | **No** |
| Number of pets: ______ | Type | Breed | Weight |

SCAN AND EMAIL: [INFO@BCOHA.ORG](mailto:INFO@BCOHA.ORG) or MAIL: BCHA, PO BOX 4045, KETCHUM, ID 83340

Rev. 5.2019
## Employment Information

<table>
<thead>
<tr>
<th>Primary Applicant</th>
<th>Co-Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer:</td>
<td>Employer:</td>
</tr>
<tr>
<td>Job Title:</td>
<td>Job Title:</td>
</tr>
<tr>
<td>Supervisor Name:</td>
<td>Supervisor Name:</td>
</tr>
<tr>
<td>Employer Street Address:</td>
<td>Employer Street Address:</td>
</tr>
<tr>
<td>Employer Phone: (____) - ________ - ________</td>
<td>Employer Phone: (____) - ________ - ________</td>
</tr>
</tbody>
</table>

Date you were first employed in Blaine County?  
(mm/dd/yy): _______ / _______ / _______.

Has Applicant or Co-Applicant been unemployed or left Blaine County for more than 6 months?   Yes   No
If YES, please give dates: From _______ To _______.

Please list all non-profit organizations in Blaine County that your household members have volunteered with:

<table>
<thead>
<tr>
<th>Organization(s)</th>
<th>Number of Hours</th>
</tr>
</thead>
</table>

## Financial Information

Use Gross Income as reported on the IRS Form 1040 line 6:

<table>
<thead>
<tr>
<th>Primary Applicant</th>
<th>Co-Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>$________________</td>
<td>$____________</td>
</tr>
<tr>
<td>Expected Income 2020</td>
<td>Expected Income 2020</td>
</tr>
<tr>
<td>$________________</td>
<td>$____________</td>
</tr>
<tr>
<td>Income Last Year</td>
<td>Income Last Year</td>
</tr>
<tr>
<td>$________________</td>
<td>$____________</td>
</tr>
<tr>
<td>Income Prior Year</td>
<td>Income Prior Year</td>
</tr>
</tbody>
</table>

Credit score: ___________ Date: ______/_____/______
Get your FREE credit score at creditkarma.com

Credit score: ___________ Date: ______/_____/______
Get your FREE credit score at creditkarma.com

How much savings do you have available for a down payment or security deposit?  
$________________

Estimated Total Net Worth of Household (include all members’ worth):  
$________________

## Signatures

I certify by my signature that all the information contained in this application is complete and accurate. The information you provide on this application will be verified. Should the information you provided herein be deemed inaccurate, you may not be qualified for Community Housing.

Signature of Primary Applicant ______________________________ Date __________________________

Signature of Co-Applicant ______________________________ Date __________________________
**Property**

Do any household members currently own property or real estate in Blaine County? (Home, trailer, land, etc.)  
- Yes  
- No  

If YES, is it a community home?  
- Yes  
- No  

Do any household members own property outside of Blaine County?  
- Yes  
- No  

If you answered YES to any of the above questions, please describe real estate owned:

<table>
<thead>
<tr>
<th>Type</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>County</th>
</tr>
</thead>
</table>

**Home Preferences**

Choose ONE as your Community Housing preference:
- Rental  
- Homeownership  
- Both  

If you select Homeownership or Both, you must complete Page 4 to be eligible for purchasing a home

**RANK** in order (1st, 2nd, 3rd, 4th, 5th) the area/community of Blaine County where you prefer to live:
- Sun Valley  
- Ketchum  
- Hailey  
- Bellevue  
- Other (describe):

**RANK** in order (1st, 2nd, 3rd, 4th, 5th) the type of residence that you prefer to live in:
- Condominium  
- Townhouse  
- Duplex-Twin Home  
- Detached Single-Family  
- Other (describe):

Check ALL amenities you prefer:
- Yard  
- Garage  
- Smoking Friendly  
- Other (describe):

Circle ALL options for how many of bedrooms you prefer:
- Studio  
- 1  
- 2  
- 3  
- 4+  

Are you currently in a long-term lease?  
- Yes  
- No  

If YES, please put the current lease end date: _______ / _______ / _______  

Would you be willing to terminate the lease?  
- Yes  
- No

**Survey Information**

This section is optional and does not apply to your eligibility for community housing. 

Please complete these questions so that BCHA will have a better understanding of the housing needs of our community.

Does BCHA have your permission to share the information contained in this application with other qualified local organizations seeking to create affordable housing; such as ARCH, Ketchum CDC, Blaine County officials, etc.?  
- Yes  
- No

What bank, if any, do you currently use in Blaine County?  

Race:  
- American Indian  
- Alaskan  
- Asian  
- Black/African-American  
- Hawaiian  
- Pacific-Islander  
- Caucasian/White  
- Other  

Ethnicity:  
- Hispanic  
- Latino  
- Non-Hispanic/Latino  
- Other

How did you hear about Blaine County Housing Authority?  
- Website  
- Idaho Mtn. Express  
- Yard Sign  
- Friend/Family: _____________  
- Radio Commercial  
- Print Publication  
- Employer  
- Other: _____________

Thank you for taking time to fill out this application. Please check to ensure all questions are answered and remember to make a copy of this form for your own records.

If you are interested in purchasing a home, COMPLETE THE NEXT PAGE.
**You are REQUIRED to complete this page to be considered for purchasing a home.**

### Homeownership

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you a first-time homebuyer?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If NO, then provide the last year of homeownership:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you completed a certified Homebuyer’s course?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>If YES, please attach a copy and provide the date completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of completion (mm/dd/yy):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you obtained a letter of pre-qualification from a financial lender?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>If YES, for what amount were you prequalified? (Please attach a copy)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of documentation (mm/dd/yy):</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Have you obtained an Automated Underwriting System (AUS) Report?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>If YES, for what amount were you prequalified? (Please attach a copy)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of documentation (mm/dd/yy):</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Monthly Living Expenses

- Rent/Mortgage: $ __________
- Utilities: $ __________
- Food/Groceries: $ __________
- Medical Costs: $ __________
- Gasoline: $ __________
- Entertainment: $ __________

**Estimated Total Monthly Living Expenses:** $ __________

### Net Worth Calculator

This section is **REQUIRED** to qualify for Community Housing.

*If you need help, please call our office at 208.788.6102 for assistance or to schedule an appointment counseling.*

<table>
<thead>
<tr>
<th>Assets (What you OWN)</th>
<th>Liabilities (What you OWE)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Liquid Assets</strong></td>
<td><strong>Value</strong></td>
</tr>
<tr>
<td>Cash on hand</td>
<td>$ ________</td>
</tr>
<tr>
<td>Check Account</td>
<td>$ ________</td>
</tr>
<tr>
<td>Savings Account</td>
<td>$ ________</td>
</tr>
<tr>
<td>Certificates of deposit</td>
<td>$ ________</td>
</tr>
<tr>
<td>Money owed you</td>
<td>$ ________</td>
</tr>
<tr>
<td>Tax Refund Due</td>
<td>$ ________</td>
</tr>
<tr>
<td>Cash value of life insurance</td>
<td>$ ________</td>
</tr>
<tr>
<td>Stocks/bonds</td>
<td>$ ________</td>
</tr>
<tr>
<td>Other:</td>
<td>$ ________</td>
</tr>
</tbody>
</table>

| **Fixed Assets** | **Value** | **Other:** | $ ________ |
| Home | $ ________ | **Total Liabilities** | $ ________ |
| Land | $ ________ | | |
| Automobiles | $ ________ | | |
| Other: | $ ________ | | |

| **Retirement Assets** | **Value** | **Other:** | $ ________ |
| 401 (k), 403 (b) | $ ________ | | |
| IRA | $ ________ | | |
| Other: | $ ________ | | |

**Total Assets**: $ ________

**NET WORTH**

- Total Assets: $ ________
- Total Liabilities: $ ________
- Net Worth: $ ________

*(Assets minus Liabilities)*