



## **Housing Opportunities Commission (HOC) Homeownership Program (HOP) For HOC Residents Only**

HOC offers a special program that helps current residents move from renting to homeownership

### **Eligibility for HOC/HOP MPDU program:**

- You must be a current HOC resident (*see below*):
  - applicant who pays rent directly to HOC
  - applicant who receives rental assistance through HOC but pays rent to another landlord
  - applicant who lives in an HOC managed, financed or owned property
- You must have a minimum household income of **\$40,000**
- You must have a minimum credit score of **640**
- You must have a good rental history

### **How to Apply:**

- Complete attached application in its entirety
- Submit completed application with **ALL** required documents (*incomplete applications without ALL required documents will not be processed*)
- Allow three (3) to five (5) weeks for normal processing time
- Written correspondence will be issued providing results of application

### **Required Documents (photocopies only):**

- **Proof of Income:**
  - One (1) month of most recent paystubs for all wage earners on the application showing employers name and address, frequency of pay and year-to-date income
  - social security award letter or pension statement for the most recent year
- **Federal Tax Returns and W-2 forms:**
  - The most recent two (2) years (1099 forms for self-employed applicants)
- **Credit report and credit score:**
  - Must be dated within sixty (60) days of application you may visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call: 1-877-322-8228

### **Return the application with all required documents to:**

#### **By Mail:**

Housing Opportunities Commission  
Single Family Homeownership Program  
10400 Detrick Avenue, Kensington, MD 20895-2484  
Attention: Homeownership Specialist

**OR**

#### **By Email:**

[Tisha.lockett@hocmc.org](mailto:Tisha.lockett@hocmc.org) (*all documents must be emailed in one submission*)

**Incomplete applications without ALL required documents WILL NOT be processed.**

For information about the Montgomery County's Moderately Priced Dwelling Unit Program (MPDU) visit [www.montgomerycountymd.gov/mpdu](http://www.montgomerycountymd.gov/mpdu).

**FOR HOC RESIDENTS ONLY**  
**Application for HOC/HOP MPDU Homeownership Program**

HOC Resident Information		
Are you a current HOC resident:    Yes <input type="checkbox"/> No <input type="checkbox"/> (Please X) <b>IF NO, THIS APPLICATION IS NOT TO BE FILLED OUT.</b>		
HOC Program Name (ex. tax credit, HCV, FSS):		
Property Name/ Apartment Name:		
Have you owned any real estate in the last 3 years?    Yes    No    (Please X)		
Have you ever cosigned for a mortgage loan? Yes <input type="checkbox"/> No <input type="checkbox"/> (Please X)		If "Yes" please explain:
Applicant Information		
Name:		
Current address:		
City:	State: Maryland	ZIP Code:
Home Phone:	Cell Phone:	E-mail:
Alimony or Child Support Received? Yes <input type="checkbox"/> No <input type="checkbox"/> (Please X)		If "Yes" provide amount: \$
Employment Information		
Current employer:		
Employer address:		How long?
City:	State:	Zip Code:
Phone:	Position:	
Hourly    Salary    (Please X)	Annual Income: \$	
Other Income: \$	Explain and Verify:	
Co-applicant Information		
Name:		
Current address:		
City:	State:	ZIP Code:
Home Phone:	Cell Phone:	E-mail:
Alimony or Child Support Received? Yes <input type="checkbox"/> No <input type="checkbox"/> (Please X)		If "Yes" provide amount: \$
Co-applicant Employment Information		
Current employer:		
Employer address:		How long?
City:	State:	Zip Code:
Phone:	Position:	
Hourly    Salary    (Please X)	Annual income: \$	
Other Income: \$	Explain and Verify:	
Household Information		
(Provide information for all household members who will be living with you)		
Name	Relationship	Date of Birth
	Head of Household	
<b>(Any dependent listed above that is 18 years or older must document if he/she is a student or employed)</b>		
Acknowledgement		
I/We acknowledge that all information provided is true and complete to the best of my/our knowledge (household members 18 years or older must sign)		
Signature of Applicant:		Date:
Signature of Co-applicant:		Date:
Signature of Adult Household Member:		Date:
Signature of Adult Household Member:		Date:
HOC OFFICIAL USE		
HOC Income:	Household Size:	Household Income:
Est. Home Affordability:		Credit Quality:
Eligible (code):		Ineligible (code & reason):