

**(Lender's Letterhead)**  
**Buyer's Eligibility Letter**

To: **Ana Blackburn, Real Estate & Marketing Specialist** [Ana.Blackburn@co.clayton.ga.us](mailto:Ana.Blackburn@co.clayton.ga.us)  
**Clayton County Neighborhood Stabilization Program**

From: \_\_\_\_\_  
Loan Originator Phone Number email address

Buyer: \_\_\_\_\_ Buyer: \_\_\_\_\_

Property: \_\_\_\_\_

1. Terms of the loan (FHA, Fixed Rate, interest rate) \_\_\_\_\_
2. Sales price buyer qualified to purchase based on 3.5% down payment (not based on the mortgage assistance the buyer is eligible to receive) \_\_\_\_\_
3. Total number in the household \_\_\_\_\_
4. Total Household Income \$ \_\_\_\_\_  
If there is an adult non- applicant living in the household and receiving an income, his or her income must be combined with the loan applicant for total household income. You must collect recent paystubs up to date to verify the income.  
**If there is an adult in the household without income, please have them sign a notarized affidavit stating same.**
- Buyer Household is \_\_\_\_\_ <50% AMI \_\_\_\_\_ <80% AMI \_\_\_\_\_ <120% AMI
5. Is the Buyer a first time homebuyer (or not owned a house within the last three years?) \_\_\_\_\_
6. Does buyer currently own a home? \_\_\_\_\_ Must this home be sold in order to qualify for a new loan? \_\_\_\_\_
7. Is Buyer in Target Buyer group? Specify the specific job title (ie Police, RN) \_\_\_\_\_
8. Total Liquid Assets - total liquid assets (checking and savings) not to exceed \$20,000 - to be eligible to receive Mortgage Assistance \_\_\_\_\_
9. 3 Years income tax returns, verified that there are no tax liens \_\_\_\_\_

Based on information from the buyer and my loan origination, Buyer is eligible to request the Mortgage Assistance from Clayton County Neighborhood Stabilization Program for the amount of \$ \_\_\_\_\_

\_\_\_\_\_  
**Signed Title Date**