

List of Documents Needed at Time of Application

Please be sure to include documents for both applicant and co-applicant, as well as any dependents (as applicable). If applying online please turn in the required documents within 3 days of application to office@habitatgoldsboro.org with APPLICATION DOCUMENTS in the subject line or by mail to PO Box 10809, Goldsboro, NC 27532, or in person to 2719 Graves Drive, Suite 3. Please be sure to include names and documents for both applicant and co-applicant. NOTE: If applying online, the below forms must also be filled out and turned in with documents.

Documents Required:

- Fully completed application
- Last two years of W2s and/or 1099s (2022 & 2023) of ALL income coming into the home for applicants & dependents
- Last two years of tax returns (2022 & 2023) for applicants & dependents
 - If self-employed, must show 24-month profit & loss statement
- Last 60 days of pay stubs showing year-to-date (2 if monthly, 4 if bi-weekly, 8 if weekly)
- Paperwork verifying alternative sources of income for applicants & dependents, including, but not limited to:
 - Social Security award letter
 - Disability award letter
 - Original court order for child support and/or alimony and payment documentation
 - Retirement documentation
- If self-employed, year-to-date profit & loss report
- Two months (60 days) of bank statements
- Written explanation of any known outstanding collections or judgements
- Student loan deferral verification (if applicable and only if deferred more than three years)
- Active duty or DD214 form (if applicable)
- Current lease and copy of most recent money order receipt, bank statement or canceled rent check to evidence rent payment, or landlord reference/letter of explanation. Proof of last 12 months rent paid.
- Copy of driver's license
- Copy of Social Security Card for applicant
- Copy of legal resident status (if applicable)
- If you own land you wish to build on: a copy of the deed, any existing appraisal, evidence of property tax value and most recent payment and information about any liens.

Habitat for Humanity of Goldsboro-Wayne does reserves the right to request additional documentation or clarification about documentation as needed to fully evaluate your application.