



Habitat Homeownership Program Pre-Qualification Packet

Thank you for your interest in the Habitat Homeownership Program. We are currently accepting prequalifications **for a home to be built in Owatonna**. While we would love to partner with all who are interested, we are only able to choose a limited number of households each year, and we are currently only selecting one family. The family selected for this build will be required to complete sweat equity hours assisting in the construction of their home or other TRHH builds, meaning they will have to be available in Owatonna on a regular and ongoing basis.

It is very important that you read the information carefully so that you understand your responsibilities throughout this process. Please be sure to include all the additional documents requested. We will not process your request until all information requested has been received.

Included with this letter is the following:

- ❖ An informational summary for new applicants about our program and qualification process
 - Keep for your records
- ❖ The Pre-Qualification Form
 - Complete and return to our office
- ❖ List of requested supporting documentation – **copies only**
 - Return all requested information with the Pre-Qualification Form
 - If any documents are missing, we will not be able to process your request.
 - We are not responsible for originals provided to our offices
 - We are unable to make copies of your documents at our offices
- ❖ Combined Privacy Act Notice and Tennessen Warning
 - Sign and return with Pre-Qualification Form

Completed pre-qualification packets will be reviewed by TRHH staff, and you will be notified of your application status within 30 days of receipt of the complete packet.

**All Pre-Qualification forms must be postmarked or received by
Noon on June 29, 2020.**

If you have questions, please contact our office at 507-252-0849, or email apply@tworivershabitat.org.

Sincerely,

Ryan Kling-Punt

Homeowner and Volunteer Manager