

**Workforce Development and Community Partnerships  
Live Near Your Work Checklist**

<b>Employer:</b>			
<b>Employee Name:</b>			
<b>Employee Address:</b>			
<b>Employee ID:</b>			
<b>Employee SS#:</b>			
<b>Email:</b>			
<b>Gross Yearly Salary:</b>			
<b>Property Address:</b>			
<b>Checklist</b>	<b>Yes</b>	<b>N/A</b>	<b>Comments</b>
Homeowner Counseling Cert*			
Purchasing in Baltimore City			
Salary of \$65, 000 or less			
Employed for at least 1 year			
No disciplinary action in last 3 years			
Baltimore City LNYW Application			
Proof of \$1,000 Investment			
Executed Contract of sale			
Signed Mortgage App (1003)			
Good Faith Estimate			
Contact for lender and title CO.			
Mortgage Loan Commitment letter			

\*Must be dated before sales contract