

# Homebuyer Application Checklist

01

## MORTGAGE PRE-APPROVAL LETTER

A preapproval letter is a document from a lender stating that the lender is tentatively willing to lend to you, up to a certain loan amount.

02

## EMPLOYMENT VERIFICATION

This document is to be completed if you are applying for Priority Entries in the lottery as an Essential Worker or as a Non-Essential Worker in San Juan County.

03

## AUTHORIZATION TO RELEASE INFORMATION

This document will only be used by SJDA staff if you win the lottery and are moving forward with the purchase of a deed-restricted home. SJDA is required to verify your income-level before selling you a deed-restricted home.

04

## CALCULATE YOUR INCOME LEVEL

Use the SJDA Income-level Calculator (excel worksheet) to calculate your income level to know if you qualify for the 80% or 100% AMI income level.