

# SHIP APPLICATION CHECKLIST DEMOLITION-RECONSTRUCTION

- 1. Completed SHIP application for disaster funding \_\_\_\_\_.
- 2. Completed full SHIP application package \_\_\_\_\_.
- 3. Copy of driver's license for all occupants \_\_\_\_\_.
- 4. Copy of social security card(s) for all occupants (If 18 or older, must be signed) \_\_\_\_\_.
- 5. Proof of income;
  - a. Current Social Security Award letter(s)      Amount: \_\_\_\_\_ \_\_\_\_\_.
  - b. Employment Payroll Account Statements - past SIX MONTHS \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

- c. Monthly Retirement Account Statements - federal, state, etc. Amt: \_\_\_\_\_ \_\_\_\_\_.
  - d. Any other income statement(s) - disability, IRA, W2, etc. \_\_\_\_\_.
  - e. Federal Income Tax Return \_\_\_\_\_.
6. Past six (6) months of CHECKING account bank statements \_\_\_\_\_.

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ /6 = 6 month average \_\_\_\_\_

7. Current month (1 only) SAVINGS account statement \_\_\_\_\_.
- \_\_\_\_\_ Interest Rate = \_\_\_\_\_

8. Proof of number of dependents claimed by bringing your Federal Income Tax Return and one of the following;

- a. Birth certificate on which the parent/applicant's name is listed \_\_\_\_\_.
- b. School records on which the parent/applicant's name is listed \_\_\_\_\_.
- c. Court-ordered Letter of Guardianship \_\_\_\_\_.
- d. Divorce Degree \_\_\_\_\_.
- e. Letter of Adoption \_\_\_\_\_.
- f. Social Security Card(s) \_\_\_\_\_.
- g. Proof of income (social security award letter and/or pay stubs) \_\_\_\_\_.

9. Proof of property ownership (this may include a copy or original of **one** of the following items;

- a. Warranty Deed \_\_\_\_\_.
- b. Quit-Claim Deed \_\_\_\_\_.
- c. Life Estate \_\_\_\_\_.

10. Assets (Other than Checking and Savings) Including: 401K/Retirement Account- IRA-Life Insurance Policies:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

11. Also needed to process the package;

- a. Tax Records - proof property taxes paid or Homestead Tax Exemption \_\_\_\_\_.
- b. Current Home Owner’s Insurance Policy \_\_\_\_\_.
- c. Current Quote for New Home Owner’s Insurance Policy (Must list Gulf County as a loss payee on policy) \_\_\_\_\_.

12. FEMA Letter of Qualification or Denial (If funding is provided by FEMA, this funding must be used for the purpose in which it was given and will need to be presented at closing). \_\_\_\_\_.

13. Have you ever had a S.H.I.P. loan before? \_\_\_\_\_ Yes \_\_\_\_\_ No

- a. If yes, what date? \_\_\_\_\_

Joe Paul or Lynn Lanier, Ship Administrator - Ship Days and Times of Operation: Monday -Thursdays - 7:30 am – 5:00 pm (Eastern)  
Please call for an appointment.

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