



Dear Prospective Homeowner,

WELCOME to BuyHouseEZ and to the BuyHouseEZ program to assist you in buying your home.

The first step is to prescreen you for the BuyHouseEZ program. Here is the process and what we will need from you to get started:

1. Please complete, sign, and submit to us the BuyHouseEZ Customer Questionnaire, and Supporting Documents, per the attached Questionnaire Checklist. If there are two applicants, such as husband and wife, we will need a Questionnaire signed by each of you. **NOTE: Each question should be answered completely, otherwise your questionnaire will not be processed.**
2. These documents can be e-mailed to us at info@ownez.com, faxed to us at 888- 483-6011 or hard copy mailed to: Teresa Brinkman, OwnEZ, Inc., 3905 Vincennes Rd., STE 303, Indianapolis, IN 46268.
3. We can generally have a response to you within four (4) business days after your Questionnaire and complete Supporting Documents are furnished to us.
4. If you have any questions about the pre-screen process or anything about our Program, please give a friendly member of our BuyHouseEZ team a call at (317) 449-3103.

We look forward to working with you. Thank you for taking this first important step to becoming a homeowner!

Sincerely yours,

BuyHouseEZ

To better serve and welcome our Spanish speaking Home Owners, OwnEZ also provides Spanish language versions of our Pre-screen Questionnaire documents and materials. These Spanish language versions have not been certified as official translations. Accordingly, in the event of any conflict in meaning between the English and Spanish translated versions, the English language versions shall govern. Thank you.

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NMLS 1599472 P: 1-888-55-OWNEZ W: www.buyhouseez.com

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Questionnaire Checklist for W-2 Employees

BuyHouseEZ is excited to help you with the purchase of your new home. To get started, please complete, sign and submit to BuyHouseEZ the Customer Questionnaire, together with each item in the Checklist below.

- Questionnaire (please answer all questions completely) --- Request for Verification of Rent
- Borrower Authorization for Verification
- 2020 and 2021 **OR** 2021 and 2022 W-2 forms for each person
- Two (2) most recent pay stubs for each person - Copy of a recent cell phone bill
- Copy of recent car payment bill for each vehicle (if applicable)
- Copy of Photo ID (Driver's license, Passport)
- Bank Statement(s)
- ITIN Letter

NOTE: For candidates who are self-employed and/or receive 1099 Income, please furnish your 2020 and 2021 **OR** 2021 and 2022 federal tax returns (1st two pages only, schedules need not be furnished at this time) and, if applicable, 2020 and 2021 **OR** 2021 and 2022 11099 forms.

If you have any questions, you can reach a friendly member of our BuyHouseEZ team at 317-449- 3103. Please furnish all this information at one time by e-mail to info@ownez.com or by fax to 888-483-6011 or by hard copy mail to: Teresa Brinkman, OwnEZ, Inc., 3905 Vincennes Rd., STE 303, Indianapolis, IN 46268.

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Current Home Address

*Address _____

*City _____ *State _____ *ZIP _____ - _____

Time at Current Residence _____ Years, _____ Months

Residence Type Own Rent Other - *Please specify* _____

Monthly Payment \$ _____

Present Employer

Name _____

Phone Number _____ ext. _____

Employment Status: Full Time Part Time Temp Retired

Other - *Please specify* _____

Job Title _____

Job Start Date ____/____/____

Gross Salary \$ _____ per Year Month Week

Other Income \$ _____ per Year Month Week

Other Income Source _____

Alimony, child support, or separate maintenance need not be revealed if you do not wish to have it considered as a basis for repaying obligation.

Previous Employer

Name _____

Phone Number _____ ext. _____

Employment Status: Full Time Part Time Temp

Other - *Please specify* _____

Job Title _____

Job Start Date ____/____/____

Job End Date ____/____/____

Gross Salary \$ _____ per Year Month Week

Credit and Asset Information

Liquid Assets (Cash, Savings, etc.) \$ _____

Stocks, Bonds, Mutual Funds, etc. \$ _____

Real Estate Value (If applicable) \$ _____

Miscellaneous Real Estate Property Information (if you currently own real property)

Property Type _____

Address _____

City _____ State _____ ZIP _____ - _____

Statement of Debts

Car _____ Cell _____

Others _____ Others _____

Others _____

HOME MORTGAGE DISCLOSURE ACT (HMDA)

The following information is requested by the federal government for certain types of loans related to a dwelling to monitor the lender's compliance with equal credit opportunity, fair housing, and home mortgage disclosure laws. You are not required to furnish this information, but are encouraged to do so. The law provides that a lender may not discriminate based on this information, or on whether you choose to furnish it. However, if you choose not to furnish the information and you have made this application in person, under federal regulations the lender is required to note race or national origin and sex based on visual observation or surname.

If you do not wish to furnish the information, please check below.

Applicant I do not wish to furnish this information

Race or National Origin: American Indian, Alaskan Native Asian, Pacific Islander

African American Hispanic White Other - *Please specify*

Sex: Male Female

ADDITIONAL INFORMATION

How would you prefer to be contacted? Home Phone Work Phone Cell Phone

E-mail Address _____

Other - Please specify _____

Do you have a checking account? Yes No

Checking account bank name _____

Checking account average balance _____

Have you had any non-sufficient account fees in the last 6 months? Yes No

Special Notes/Comments _____

Please note:

A credit report may be obtained, and income verification is required; other information may also be required. I certify that statements on this questionnaire are true and complete. I authorize any person, association, firm or corporation to furnish, on request of OWNEZ, INC., information concerning me or my affairs. (Sec. 1014, Title 13, U.S. Code makes it a Federal Crime to knowingly make a false statement on this application.)

APPLICANT'S SIGNATURE

APPLICANT'S PRINTED NAME

Date _____/_____/_____

When completed, please submit this application to BuyHouseEZ at info@ownez.com or by fax at (888) 483-6011 or by hard-copy mail to: Teresa Brinkman, OwnEZ, Inc. 3905 Vincennes Rd., STE 303, Indianapolis, IN 46268.

If you have any questions, please call us at (317) 419-3103.

Thank you. We appreciate the opportunity to earn your business!



REQUEST FOR VERIFICATION OF RENT

PRIVACY NOTICE: This information is to be used by OwnEZ and/or its assigns, investors, lenders and financing sources (collectively, "OwnEZ") in determining whether you qualify as a prospective borrower under its program. This information will not be disclosed outside of OwnEZ except as required or permitted by law. You do not have to provide this information, but if you do not your application for approval as a prospective borrower may be delayed or rejected.

INSTRUCTIONS TO LANDLORD: Please complete Part II and return directly to OwnEZ, Inc. at info@ownez.com or by FAX at (888) 483-6011. If you have any questions, please call (317) 449-3103.

PART I - REQUEST

TO: _____

(Name and Address of Landlord)

FOR RENTAL PROPERTY ADDRESS: _____

FOR: _____
Signature of Applicant

Printed name of Applicant

Signature of Applicant

Printed name of Applicant

PART II – VERIFICATION OF RENT

We at OwnEZ have received an pre-qualification request from the above-named applicant(s), to whom we understand you rent or have rented. In addition to the information requested below, please furnish us with any additional information you might have that will assist us in our processing of the application.

Tenant rented COMMENCING ON _____ UNTIL _____
_____. Amount of Rent: \$____per month.

Was the tenant's account and rental history satisfactory? YES ___ NO ___

Number of late payments (if any): _____.

COMMENTS or ADDITIONAL INFORMATION WHICH MAY BE HELPFUL IN DETERMINING CREDIT WORTHINESS:

Signature of Landlord/Rental Agent Title Date