**Homeownership Incentive Program (HIP) Application**

This application must be filled out completely and submitted to Human Resources. Applications will be time- and date-stamped when they are received. Please review carefully – only completed applications will be forwarded for consideration. If incomplete, you will need to reapply, which will affect your place in this first-come, first-served process.Human Resources will forward verified applications in the order in which they were received to Dean Iaiennaro, 860-493-1618, the HIP Manager. You will be contacted by the HIP Manager to notify you if your application is approved.

Applicant information:

|  |  |
| --- | --- |
| Name: | Position: |
| Home street address: | Department: |
| City, state, zip: | Date of hire: |
| E-mail address/Home phone: | Work phone: |

If you have already identified a home (or homes) for purchase, please list the address(es):

**A mortgage pre-approval letter must be submitted with this application.**

Have you obtained a mortgage commitment from your bank? Yes No

Name/address of bank:

Applicant Certification:

I confirm that I meet the eligibility requirements:

* I have been employed full time for at least one year at the time of this application
* I am “in good standing” (no documented performance issues)

 Signature Date

Human Resources Use Only:

Date/Time Received: Eligibility verified:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

 Signature Date