

# First Time Home Buyer Program



The City of  
Alhambra can  
Help Buy Your  
FIRST HOME!

## FIVE EASY STEPS

### STEP ONE

#### Submit Pre-Qualifying Worksheet

If you are eligible, you will receive an application and a request for the proper documentation for review.

### STEP TWO

#### Submit Completed Application with all Supporting Documentation

It is important to submit all documents requested. Failure to do so will suspend the review process until all documents are received.

This step includes attending a homebuyer workshop to become knowledgeable of the home-buying process.

### STEP THREE

#### Find a Home Make an Offer

Search for a lender, a realtor or broker to begin shopping for a Home.

Contact the City of Alhambra prior to making an offer on a home for a thorough inspection of the property.

### STEP FOUR

#### Open Escrow Request a Certified Home Inspection Report

Request for a Certified Home Inspection once your offer has been accepted, then submit the Report to the City.

Receipt of the First Time Homebuyer Agreement reserving City funds will be provided to the FTHB applicant when all proper documentation is submitted.

### STEP FIVE

#### Congratulations! You are a Proud First Time Home-Buyer



CITY OF ALHAMBRA

Housing Division  
111 South First Street  
Alhambra, CA 91801

Phone: 626-570-5037  
Fax: 626-458-4201  
[www.cityofalhambra.org](http://www.cityofalhambra.org)



# First Time Homebuyer Pre-Qualifying Worksheet

The City of Alhambra can Help You Buy Your **FIRST HOME!**

1. Are you **currently** an Alhambra resident and have you lived in Alhambra continuously for the past two (2) years or more?

- Yes
- No

2 Do you have 2% available to go towards your down payment.

- Yes
- No

3. Are you a first time home buyer?

- Yes
- No

4. Are you a US Citizen or legal permanent resident?

- Yes
- No

5. How many people are in your household?

# \_\_\_\_\_

6. Below please enter your annual gross household income?

\$ \_\_\_\_\_

7. Below please enter your ethnicity? (Voluntary)

\_\_\_\_\_

<i>Household Size</i>	<i>1 person household</i>	<i>2 person household</i>	<i>3 person household</i>	<i>4 person household</i>	<i>5 person household</i>	<i>6 person household</i>	<i>7 person household</i>	<i>8 person household</i>
<b>Low Income (80% or below)</b>	\$47,250	\$54,000	\$60,750	\$67,450	\$72,850	\$78,250	\$83,650	\$89,050

- If you have answered "YES" to questions 1-4, and you meet the income requirements based on household size, you are now ready to complete an application.
- Please complete the bottom portion of this worksheet and return to: **City of Alhambra Housing Division, 111 South First Street, Alhambra, CA 91801** and an official formal application will be mailed to you.

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Housing Division  
111 South First Street  
Alhambra, CA 91801  
  
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Name (Please Print)	
Current Mailing Address (No P.O. BOX)	
Home Phone	Work Phone

**NOTICE OF RIGHT TO REASONABLE ACCOMMODATION**

An Individual applicant with a disability or other medical requirements should contact the Housing Division to request reasonable accommodations and/or assistance in completing this application.

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**City of Alhambra**

**Housing Division  
111 South First Street  
Alhambra, CA 91801**