



## PREPARING FOR A TOWN OF VAIL COMMUNITY HOUSING LOTTERY

If you work full time in Eagle County, year-round and meet qualifications for the community deed-restricted community housing lotteries, this is a quick snapshot of the steps to take!

- Find a local lender experienced in lending for deed-restricted residences in our community
- They will ask a variety of financial information to determine what you qualify for at the time and make recommendations to position yourself for homeownership
- Explore the first time homebuyer class options, that are approved by the Town of Vail. If you have taken the first time homebuyer class within 5 years, of the application deadline, locate your class certificate. If you don't have your certificate, you will need to take another class prior to the application deadline
- Begin to gather your documents as PDF files and save to your desktop
- Read through the list of Important Links under the property information at [vailgov.com/currentlistings](http://vailgov.com/currentlistings)
- Find a time to see the property at one of the (2) scheduled open houses
- If you have questions about financing your homeownership, find a trusting lender
- If you have questions about the documents that you are using and/or application and deed restriction please email [housing@vailgov.com](mailto:housing@vailgov.com) to set up an appointment during the time slots that are listed as options on the Current Listings page of the site.

Documents to gather for upload as PDF documents:

- Physical address of your employer and the most recent 2 pay stubs at the time of submitting your application
- Legible copy of Driver's License or Government Issued ID card
- Valid and current mortgage prequalification
- Current copy of my Homebuyer Class certification, from the approved Town of Vail list of eligible courses
- **2020** Tax Return and **2021** Tax Return
- If you do not currently own any improved residential property in the Town of Vail: complete the affidavit of non-deed restricted ownership, print and get notarized for upload