



**WELCOME HOME / BUILDING FOR BUSINESS**  
NON-PROFIT/FOR-PROFIT APPLICANT SUPPLEMENT

**PROPERTY INFORMATION (FROM APPLICATION)**

Parcel No.							
Address							
City		State		Zip			
Additional Parcel Nos.							

**BUSINESS INFORMATION**

Legal Business Name							
DBA (If Applicable)							
Business Address							
City		State		Zip			

**AUTHORIZED REPRESENTATIVE INFORMATION**

Please provide information for the individual authorized to complete and submit this application on behalf of the applicant.

First Name		M.I.	
Last Name			
Mailing Address			
City		State	
Phone		Email	

**SERVICE OF PROCESS & DESIGNATION OF LOCAL AGENT**

If the applicant is an entity other than an individual, the applicant's principal place of business must be located in, Summit County, Ohio or, alternatively, the applicant must designate a local agent authorized to accept service of process on behalf of the applicant.

Is the applicant's principal place of business located in Summit County, Ohio? Yes No

If 'No', then the applicant must designate a local agent authorized to accept service of process on behalf of the applicant. Please complete, and submit, a notarized copy of the Designation of Local Agent form provided by the Summit County Land Bank. Applications submitted without this form, where required, will be denied.

**RENOVATION/DEMOLITION REQUIREMENTS**

For any property not already renovated by the Summit County Land Bank, applicants must agree to renovate or demolish the property according to minimum renovation or demolition requirements established by the Summit County Land Bank. By placing a checkmark next to each statement, the applicant’s authorized representative represents and warrants that the applicant affirmatively AGREES and answers YES to each of the following statements:

	Authorized Representative
<p>Does the applicant understand and agree that the property will be transferred to the applicant in “as is, where is, and with all faults” condition and that the Summit County Land Bank makes no representations or warranties as to the condition of the property or its suitability for the intended use of the property?</p>	
<p>Has the applicant had an opportunity to review the minimum renovation or demolition requirements for this property, if available?</p>	
<p>If the minimum renovation or demolition requirements have not yet been prepared for the property, does the applicant understand and agree that the applicant will be required to renovate or demolish the property according to the minimum renovation or demolition requirements, once they are prepared?</p>	
<p><b>FOR RESIDENTIAL PROPERTY</b>            Does the applicant understand and agree that applicants <u>may</u> only be permitted to withdraw from the process, <u>if and only if</u>, upon inspection, the cost for the minimum renovation requirements is estimated to exceed 75% of the current Summit County Fiscal Office appraised value for the property, and that approval to withdraw is not guaranteed?</p>	
<p><b>FOR COMMERCIAL/INDUSTRIAL PROPERTY</b>            Does the applicant understand and agree that applicants <u>are not</u> permitted to withdraw, without penalty, from the process, once any purchase and sale agreement has been executed. Any deposits and/or down payments will be forfeited and any bonds will be enforced.</p>	
<p>Does the applicant understand and agree that, where required, all work must be performed by appropriately licensed professionals and all permit requirements must be met?</p>	

**PROJECT PROPOSAL**

Please provide information on the project including any plans for demolition, renovation, development or re-development of the property.

**COMMERCIAL PROJECT PRESENTATION**

The Summit County Land Bank staff will review all Building for Business (Commercial Property) program applications and provide the applicant with either a denial of the application or notification of its recommendation for approval. Applicants recommended for approval may be required to meet with Summit County Land Bank staff and representatives from the community in which the property is located to provide a live project presentation of their development plans. Project presentations will be conducted at the Summit County Land Bank offices. Applicants should be prepared to discuss the following:

- Applicant's development experience and completed past projects
- Intended end-product of any development
- Partners/contractors that will be involved in the project
- Detailed financial plans for the project
- Details of owner equity and any debt financing
- Details of any expected/awarded/assumed public subsidies
- Post-development cash-flow statement
- Maintenance plans for maintaining properties during construction
- Community support of, or opposition to, proposed project

**APPLICANT EXPERIENCE**

Please tell us about the applicant’s experience renovating, demolishing, developing, or re-developing property. Please include specific addresses, descriptions of projects, and the types of tasks completed. Use additional, separate sheets, if necessary. Please feel free to include photos or additional documentation, if available.

**PROJECT & FINANCING INFORMATION**

Please provide the amount of the offer being submitted to the Summit County Land Bank for the purchase of the property, if the property is already owned by the Summit County Land Bank. If the property is not already owned by the Summit County Land Bank, you must contact the Summit County Land Bank to obtain an estimated purchase price.

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

How long do you estimate it will take to meet the minimum renovation or demolition requirements? If minimum renovation or demolition requirements are not yet known, please leave blank.

\_\_\_\_\_ Months

Please provide the total estimated costs to meet the minimum renovation or demolition requirements. If minimum renovation or demolition requirements are not yet known, please provide the maximum amount you are cable of spending to meet any minimum renovation or demolition requirements.

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

Does the applicant/co-applicant plan to do any of the renovation or demolition work?

Yes

No

Please list the names of any known, or likely, contractors or subcontractors who will perform any of the minimum renovation or demolition requirements:

How will you finance the **purchase** of the property? (check all that apply)

- Loan (bank/lending institution)
- Loan (personal – friend, relative, etc.)
- Line of Credit (bank/lending institution)
- Owner Equity (available cash/unrestricted net assets)

How will you finance the **minimum renovation or demolition requirements**?

- Loan (bank/lending institution)
- Loan (personal – friend, relative, etc.)
- Line of Credit (bank/lending institution)
- Owner Equity (available cash/unrestricted net assets)

If financing through a bank or lending institution, please provide supporting documentation, such as a letter from the bank or lending institution, line of credit agreement, or loan pre-approval or qualification letter. Financing documentation **must** be in the name of the applicant. Financing documentation from a bank or lending institution must include the name and contact information for the bank or lending institution. If the applicant intends to finance the renovation of the property through owner equity, the applicant must submit copies of the two most recent bank statements evidencing available funds, along with the current and the most recent year-end Profit & Loss statements. Submitted financial documents must show evidence of the financial ability of the applicant to meet the program requirements. The Summit County Land Bank reserves the right to request additional documentation. Failure to submit any required, or requested, documentation will, without exception, result in a denial of the application. Submitting false or fraudulent documentation will, without exception, result in a denial of the application, may result in legal action against the applicant, and may prevent the applicant from future participation in Summit County Land Bank programs.