



**Mid City Redevelopment Alliance, Inc.**

419 North 19th Street, Baton Rouge, La 70802

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[www.midcityredevelopment.org](http://www.midcityredevelopment.org)



Dear Applicant,

We are excited you’re taking the first step in contacting MCRA regarding your Pre-Purchase, Budget, or Credit Counseling needs. We are committed to working with all individuals in the community. Our mission at MCRA is to help support and strengthen the entire community abroad.

To assist us in providing you with the most effective and efficient service possible, complete the Intake Application form as thoroughly as possible. Before you meet with your scheduled Housing Counselor, you must provide PHOTOCOPIES of ALL required documentation from the checklist below – please do not bring your Originals.

**DOCUMENTS REQUIRED FOR ALL APPLICANTS:**

<b>1.</b>	<p><b>Proof of Income:</b></p> <ul style="list-style-type: none"> <li>• One full month of current paycheck stubs (30 Days)</li> <li>• W-2 or 1099 statement for the most previous 2 years</li> <li>• Tax return statements with all filing schedules for the most previous 2 years</li> <li>• Social Security Awards Letter</li> <li>• Proof Court Ordered Child Support or Alimony</li> </ul>
<b>2.</b>	<p><b>Student Loan Repayment Verification:</b></p> <ul style="list-style-type: none"> <li>• All Student loan monthly debt repayment verification/letters (regardless of if the loans are in deferment status).</li> </ul>
<b>3.</b>	<p><b>Photo ID:</b> State or Government issued photocopy I.D. or passport</p>
<b>4.</b>	<p><b>Veteran or Active Military:</b></p> <ul style="list-style-type: none"> <li>• DD214 Form</li> </ul>
<b>5.</b>	<p><b>Counseling Documents and Disclosures with all Required Signatures</b></p> <ul style="list-style-type: none"> <li>• These documents can be found attached to your application.</li> </ul>
<b>6.</b>	<p><b>Fees for Services:</b>            Single Applicants: \$35.00 Counseling Fee (Due w/ Application); \$50.00 Home Buyers Class            Joint Applicants: \$50.00 Counseling Fee (Due w/ Application); \$65.00 Home Buyers Class  <b>Payment Methods: Money Orders! No Personal Checks! No Cash!</b></p>

If there are questions or information that you don’t understand, do your best and together we will review everything totally before your scheduled appointment.

We look forward to meeting and assisting you!

Sincerely,

MCRA-HOC Staff

