



CITY OF COLLEGE STATION

DOWN PAYMENT ASSISTANCE PROGRAM COMMUNITY DEVELOPMENT

Note: For Down Payment Assistance, properties constructed **prior to 1978** with poor paint condition must have passed a lead-based paint risk assessment by a State of Texas licensed Lead Risk Assessor. No tenant-occupied properties may be purchased. No properties in the 100-year flood plain may be purchased. **Contact us with the prospective address before making an offer.**

You may submit your application in person (preferably) from **8 a.m. – 5 p.m.** Monday through Friday at the Community Services Office in the College Station City Hall, 1101 Texas Ave, or by mail to:

Down Payment Assistance Program
Community Development
City of College Station
P.O. Box 9960
College Station, TX 77842

Only complete applications with all supporting documents will be accepted. **A \$30 application fee is required** (unless paid with a prior pre-application form). Incomplete applications or applications lacking supporting documents will be returned to the applicant by mail.

You will be contacted concerning your application within 3 business days of receipt. Application processing and approval requires a minimum of 15 business days (3 weeks) from the date the completed application is approved. Please apply early in your homebuying process, preferably well BEFORE making an offer to purchase a home.

For questions concerning your application, please contact the City of College Station Community Development Office, (979) 764-3778.

Before submitting your application for Down Payment Assistance, please use the following checklist:

- ☐ Completed 4-page application with all appropriate signatures and \$30 application fee.
- ☐ Copy of pay stubs for past two months for each source of employment/income.
- ☐ Copy of previous 2 years of Federal Income Tax Returns.
- ☐ Copies of previous 6 month's bank statements, including checking, savings, and all other accounts except retirement accounts. (If self-employed, provide past 2 years monthly bank statements, both personal and business).
- ☐ Copies of drivers' licenses for all household members.
- ☐ Copies of social security cards (front & back) for all household members.

All 6 items listed above must be submitted together.