

**City of Oberlin, Planning Dept.
69 South Main Street
Oberlin, Ohio 44074
FY2007**

**INSTRUCTIONS
FOR
COMPLETING HOUSING IMPROVEMENT
LOAN APPLICATION**

1. All persons living in households must be included on application.
2. All persons in household working must be indicated on application.
3. The employer's name and address for those persons working must be indicated on application. The name and address of the pension provider must also be furnished.
4. All information requested on application must be completed. If not applicable, please indicate N/A.
5. The applicant (owner) must sign the certification and authorization statement.
6. Other persons working in household must also sign the authorization statement.

Any questions regarding the completion of the application form should be directed to Patricia Lines, Lines and Associates, Inc. at (440)892-7873 or email at plines@lines-assoc.com. Please mail applications to: Oberlin Community Services, 285 South Professor Street, Oberlin, Ohio 44074.