



THE INDIAN RIVER COUNTY SHIP PROGRAM
SHIP PRELIMINARY INTAKE INFORMATION SHEET

Indian River County Planning Division
1801 27th Street, Vero Beach, FL 32960
(772) 226-1594 or - email: dbradford@ircgov.com

TYPE OF LOAN: PURCHASE ASSISTANCE _____ MAJOR/MINOR REHAB _____ IMPACT FEE _____

Please print all information clearly

APPLICANT	
CO-APPLICANT	
ADDRESS	
MAILING / IF DIFF	
PHONE NUMBER	
CELL NUMBER	
EMAIL	

NUMBER OF ADULTS IN HOUSEHOLD (OVER 18)	
NUMBER OF CHILDREN IN HOUSEHOLD (UNDER 18)	
ESTIMATED ANNUAL GROSS INCOME FOR HOUSEHOLD (ADULT MEMBERS)	
ESTIMATED HOUSEHOLD TOTAL CASH ASSETS	
HAS THE APPLICANT AND/OR CO-APPLICANT OWNED A HOME IN THE LAST 3 YEARS	

INDICATE IN EACH BOX BELOW WITH A YES OR NO

IS ANYONE IN THE HOUSEHOLD EMPLOYED	
IS ANYONE IN THE HOUSEHOLD SELF EMPLOYED	
HAS ANYONE IN THE HOUSEHOLD APPLIED FOR SOCIAL SECURITY DISABILITY	
DOES ANYONE IN THE HOUSEHOLD RECEIVE SOCIAL SECURITY DISABILITY	
DOES ANYONE IN THE HOUSEHOLD RECEIVE SOCIAL SECURITY	
DOES ANYONE IN THE HOUSEHOLD RECEIVE CHILD SUPPORT	
DOES ANYONE IN THE HOUSEHOLD RECEIVE ALIMONY	
DOES ANYONE IN THE HOUSEHOLD RECEIVE CASH PUBLIC ASSISTANCE	
DOES ANYONE IN THE HOUSEHOLD HAVE A CHECKING ACCOUNT	
DOES ANYONE IN THE HOUSEHOLD HAVE A SAVINGS ACCOUNT	
DOES ANYONE IN THE HOUSEHOLD HAVE A 401K, PENSION OR RETIREMENT ACCOUNT	

APPLICANT SIGNATURE _____ **DATE** _____

FOR OFFICE USE ONLY NUMBER ASSIGNED FY PRE-QUAL ATTACHED



SHIP APPLICATION PROCESS

1. Complete this SHIP preliminary intake information sheet and submit it to the SHIP office to obtain your waiting list number.
2. For a purchase assistance loan, coordinate with a bank and obtain a pre-qualification letter and submit it to the SHIP office in conjunction with your SHIP preliminary intake information sheet.
3. For a purchase assistance loan, register for and attend a Homebuyers Educational Workshop.
4. **Make sure to coordinate with the SHIP office if any of your contact information changes (new address, phone number(s), email, etc.).**
5. Submit the SHIP assistance loan application and all required attachments / documents to the SHIP office when your number is pulled and you are contacted by staff (approximately in 18 months).
6. Staff will process your loan application and coordinate with you if any additional information or documents are needed. When staff requests documents, please ensure to supply them in a timely manner so your application could move forward.

NOTICE - BE AWARE THAT:

FLORIDA STATUTE SECTION 837.06 - FALSE OFFICIAL STATEMENTS LAW STATES THAT:

"WHOEVER KNOWINGLY MAKES A FALSE STATEMENT IN WRITING WITH THE INTENT TO MISLEAD A PUBLIC SERVANT IN THE PERFORMANCE OF HIS OFFICIAL DUTY SHALL BE GUILTY OF A MISDEMEANOR OF THE SECOND DEGREE," PUNISHABLE AS PROVIDED BY A FINE TO A MAXIMUM OF \$500.00 AND/OR MAXIMUM OF A SIXTY DAY JAIL TERM.