

RESALE PROCESS

An owner of a Denver affordable housing unit must request a [Maximum Resale Price](#) from the City. FYI: The City has up to ten business days to process completed requests.

Upon receipt of the maximum resale price, the home must be listed on www.coloradohousingsearch.com for maximum marketing potential. This is a free service and the City refers all individuals wishing to purchase an affordable home to this website.

INCOME VERIFICATION PROCESS

Please be aware that all prospective buyers (regardless of if they are purchasing a new home or previously owned home) must be income verified prior to purchase of the home. The income requirement will be provided in response to the Request for Maximum Resale Price or can be found at [Area Median Income Limits](#). (Individuals must earn at least 50% of the area median income.)

Buyers must complete the following forms for income verification:

[Verification of Employment](#)
[Income Verification and Application Form](#)
[IHO Affidavit](#)

(All forms can be found at <http://www.milehigh.com/housing/homeownership-opportunities/forms>)

The complete application is then submitted to the Office of Economic Development (as denoted on the forms) for processing. OED has up to ten business days to process completed applications. Buyers should be sure to apply well in advance of any scheduled closing as units will not be sold to any person not income verified.

CLOSINGS

Stephanie Inderwiesen (stephanie.inderwiesen@denvergov.org) must be contacted as far in advance of the closing as possible with title company contact information. She will provide [Closing Instructions](#) in order to facilitate the sale of the unit and assure all necessary documents are filed accordingly.

At closing, the new buyers will be asked to sign a [Memorandum of Acceptance](#) signifying their acceptance to the terms and conditions of the covenant placed on the deed restricted property within Denver's Affordable Housing Program.

CLOSING COST & DOWN-PAYMENT ASSISTANCE

Denver partners with a variety of non-profit organizations that offer down-payment and closing cost assistance as found at <http://www.milehigh.com/housing/homeownership-opportunities>.

MORTGAGE CREDIT CERTIFICATE PROGRAM

The City and County of Denver 2009 Mortgage Credit Certificate (MCC) program allows qualifying borrowers to receive an annual federal income tax credit equal to 20% of the annual interest paid on their mortgage loan. For more information, please click on <http://www.milehigh.com/housing/for-sale/mcc-program>.

