

Klickitat PUD

1313 S. Columbus Ave.

Goldendale, WA 98620

(509) 773-7622 or (800) 548-8357

Residential

Conservation Loan Application



ALL Owners' listed on Klickitat County Assessment and Taxation must complete and sign as Applicants, NO EXCEPTIONS

Primary Applicant	Co Applicant
Married <input type="checkbox"/> Single <input type="checkbox"/> Date of birth _____ Utility Account # _____ Name(First, Last, MI) _____ Social Security # _____ Email: _____ Phone _____ Work Phone: _____ Physical Address: _____ Mailing address: _____ Proof of ID will be required	Married <input type="checkbox"/> Single <input type="checkbox"/> Date of birth _____ Utility Account # _____ Name(First, Last, MI) _____ Social Security # _____ Email: _____ Phone _____ Work Phone: _____ Physical Address: _____ Mailing address: _____ Proof of ID will be required

Primary Applicant Employment	Co Applicant Employment
Present Employer: _____ Address (City, State, Zip) _____ Date hired: _____ Job title: _____ Gross Mo. Income \$ _____ Other sources of income: Source: _____ Mo \$ _____ Source: _____ Mo \$ _____ Proof of income must be supplied (two most current pay stubs or last year's tax return(s))	Present Employer: _____ Address (City, State, Zip) _____ Date hired: _____ Job title: _____ Gross Mo. Income \$ _____ Other sources of income: Source: _____ Mo \$ _____ Source: _____ Mo \$ _____ Proof of income must be supplied (two most current pay stubs or last year's tax return(s))

AVAILABLE ENERGY CONSERVATION MEASURES: choose all applicable (subject to change)	
<input type="checkbox"/> Insulation <input type="checkbox"/> Windows/Glass Doors <input type="checkbox"/> Heat Pumps <input type="checkbox"/> Ductless Heat Pumps <input type="checkbox"/> Duct Sealing	
A.	PREFERRED LOAN REPAYMENT TERM: <input type="checkbox"/> 1 Yr <input type="checkbox"/> 2 Yr <input type="checkbox"/> 3 Yr <input type="checkbox"/> 4 Yr <input type="checkbox"/> 5 Yr <input type="checkbox"/> 6 Yr <input type="checkbox"/> 7 Yr
B.	Specify the amount or percentage you wish to make as down payment at time of closing (optional) \$ _____
	1. Have you been at this physical address 12 months or longer? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Have you received a KPUD Billing delinquency notice within the last 12 months? <input type="checkbox"/> Yes <input type="checkbox"/> No 3. Have you ever filed for bankruptcy or had a debt adjustment plan confirmed under Chapter 13? <input type="checkbox"/> Yes <input type="checkbox"/> No
C.	If Yes to C3, When? _____ If Yes to C3, and it has been less than 7 years, you are not eligible for a loan under this program.
	4. Have you ever had property foreclosed upon or repossessed? <input type="checkbox"/> Yes <input type="checkbox"/> No 5. Have you ever been a party in a lawsuit or are there any outstanding or unsatisfied judgments against you? <input type="checkbox"/> Yes <input type="checkbox"/> No
D.	1. Do you own the property where this home is located? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Is this property a rental? <input type="checkbox"/> Yes <input type="checkbox"/> No 3. Do you have a first mortgage? <input type="checkbox"/> Yes <input type="checkbox"/> No 4. Do you have a second mortgage, home equity loan, or any other loan that is secured by your home? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes to D4, and the loan is over \$1,000.00, you are not eligible for a loan under this program. <input type="checkbox"/> Yes <input type="checkbox"/> No

Property Parcel Number: _____

1. Is this home electrically heated? Yes No **Type:** Heat Pump Forced air Zonal Other _____

2. Is this an existing residence (not new construction) Yes No **Type:** Single Family Manufactured Other _____

Year home built: _____ Square footage of heated space: _____

PLEASE READ THE FOLLOWING TERMS BEFORE SIGNING:

1. Maximum length allowed for a loan is 7 years.
2. Klickitat PUD will disqualify loan Applicant(s) for receiving more than two delinquent notices within the last 12 months on their utility bill or based on other credit reporting methods.
3. Loan fees consist of a non-refundable property lien filing fee of \$207.00 (subject to change per Klickitat County fee schedule) for loans over \$1,000. A property lien will be filed against the Applicant(s) property after the loan is attached to the utility billing account, and will be released after the loan and associated fees are paid in full. However, in the event of a default legal action may be sought as a judgment against the responsible parties and property
4. The Annual Percentage Rate (APR) is 4.9% on all residential conservation loans available through Klickitat PUD's Residential loan program. Late charge: If payments are not received within the normal collection period, (30 days), past due charges will be charged at a rate of 1 percent per month on unpaid balances. Also, in the event that the loan payment has not been made or satisfactory payment arrangements have not been made within 20 days of the billing date, KPUD may send a disconnection notice and proceed with disconnection and collections as per KPUD Policy No. 7.
5. Loan request over \$7,500 may be delayed as they require Board of Commissioners approval.
6. Maximum loan request allowed is \$10,000.
7. Minimum loan request allowed is \$500.
8. If rebates are included in the value of the loan, those will be deducted from the loan principle based on eligible rebate criteria
9. Applicant(s) must have an active KPUD utility account. If it becomes inactive the loan may become due and payable in full.
10. Payments are due on the day of month your regularly scheduled utility bill is due. Loan payments are included on your utility bill but will print on a separate line for clarity. Repayment of the loan will begin no later than thirty (30) days following disbursement of loan proceeds. Loan payments are applied against the balance in the following order: late charges, accrued interest, and then principal. (Note: Due to the configuration of the Billing system, paying extra on the principle will only give you a credit on your next bill. You can however, pay the loan off in its entirety at any time). There are no prepayment penalties if you pay the total loan off early.
11. Sale, change of ownership or legal responsibility, or refinancing of said real property is subject to the original loan becoming due and payable in full. If there is a dispute over the right of ownership and occupancy of the property, KPUD may disconnect service until resolved by parties involved
12. All projects must be performed by a KPUD approved contractor. Contractors shall not be considered officers, agents or employees of KPUD.
13. This application is valid for 3 months, after that time a new application must be submitted.
14. KPUD may verify the information provided from whichever sources it deems necessary, and may, now and in the future, provide others with information regarding your credit history with KPUD, to the extent permitted by law. This application remains the property of KPUD even in the loan is denied.
15. KPUD reserves the right to change terms, fees, and service requirements without notice. This is a limited offer and restrictions apply.
16. KPUD may not withhold payment to contractor for disputes between contractor and Applicant(s)
17. All applicable KPUD Policies are herein applied to this application and agreement.

The Applicant(s) promise to repay all monies as set forth in the Loan Agreement and hereby certify that they have read, understand and agree to the Instructions, Requirements, and the Loan Terms and Fees. The Applicant(s) certifies the information provided in the application is complete, true, and correct and understand that approval is contingent upon KPUD review.

Applicant Acceptance	Date	Co-Applicant Acceptance	Date
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INTERNAL USE ONLY

Rate Schedule _____ **PUD Customer for** _____ **Years** _____ **Months**

More than 2 Disconnect notice(s) in last 12 months? Yes No

Payment plan agreements broken in last 12 months? Yes No

Credit Results Approved Denied

If denied, why? _____

Credit checked by _____ **Date** _____

INSTRUCTIONS TO COMPLETE RESIDENTIAL LOAN APPLICATION

1.	The first step is to complete the Application making sure to list all property owners and their required information
2.	Identify the conservation measures applicable and request a preferred loan term.
3.	Indicate if you wish to make an optional down payment, and the amount.
4.	Respond to questions related to your credit history. If you answer yes to C3, and the bankruptcy or debt adjustment was less than 7 years ago, you are not eligible for a loan under this program.
5.	Indicate if you have a first mortgage, second mortgage, home equity loan, or any other loan secured by your home. If you answer Yes to D.4 and the loan is over \$1,000 you are not eligible for a loan under this program. Also if you do not own this property (i.e. renting, leasing), you are not eligible.
6.	Please respond to the questions about the actual home and property information. This is also used to determine eligibility based on project and rebate requirements.
7.	Once complete and all required Applicant(s) have signed, return application and supporting documents to our Energy Services department for processing located at 1313 S Columbus Ave., Goldendale WA 98620. A meeting with all Applicant(s) will need to be scheduled once the application has been processed and approved and contractor estimates have been received to complete the Loan Documents.

RESIDENTIAL LOAN PROCESS

1.	The first step is to complete this Application and submit it to the Energy Services Department at the Goldendale office. KPUD will promptly respond to your application. If approved, a Letter of Approval will be mailed to the Applicant(s). Your application will be valid for 90 days.
2.	Within the next 90 days, contact any of the Authorized Contractors to obtain proposals. Once you have obtained completed proposals, proceed to step 3.
3.	Bring or mail the proposal of your choice to Klickitat PUD, Energy Services Department, 1313 S. Columbus Ave., Goldendale, WA 98620. After we have reviewed your proposal we will contact you to schedule loan closing. Proof of income and identification will need to be provided at loan closing, along with a \$207.00 (subject to change) property lien payment. At loan closing, we will review the Contractor's Proposal and Loan Documents with the Applicant(s).
4.	Work may commence once KPUD has issued notice to proceed. After the work has passed inspection by KPUD, the contractor is paid and monthly installment payments begin. Installments will be due on the same day as your regularly scheduled utility bill. Please note KPUD may not withhold payment to contractor for disputes between contractor and Applicant(s)
5.	If applicable, at this point the property lien will be filed with the Klickitat County Auditor's office and a copy will be mailed to the Applicant(s)
6.	If applicable, the property lien will be released in a timely manner once all payments and associated fees have been paid in full
7.	All projects are subject to approval through the Energy Services, Management and Board of Commissioners

BASIC ELIGIBILITY CRITERIA FOR REBATES (associated with Residential Loans)

Each energy conservation measure has its own set of requirements that must be met to be eligible for incentive rebates. Once it is determined what measures are being done, please refer to the rebate packet that pertains to that type of project. All projects must meet the BPA Residential Specifications. A copy of the specifications and best practices can be obtained upon request at KPUD.

A.	Available for residential energy savings rebate measures only
B.	The existing main heat source must be electric. Restrictions per rebate may apply
C.	Must have an active utility electric account
D.	Applicant(s) must own the home and property where measures will be applied
E.	Allowable homes such as single-family, manufactured homes and some multi-family homes depend on rebate criteria.
F.	Homes must be at least 600 square feet of living space
G.	Home must have legal occupancy through the local governing body i.e. city or county
H.	Must pass credit check criteria and have good standing as KPUD utility customer
I.	Must use KPUD approved contractor
J.	Any structural defects must be repaired prior and are the responsibility of the Applicant(s)

For further inquiries please contact
 Klickitat PUD ~ Energy Services
 1313 S. Columbus Ave
 Goldendale, WA 98620
 (509) 773-7622
 aclever@klickpud.com