PART 1
BUSINESS APPLICATION

**Please note you may purchase a property as a business entity or individual. If you are applying as an individual please disregard any information requests only pertaining to businesses.*

1. Business/Individual Name: _____
   Address: _____
   Telephone: _____ FAX: _____
   Contact: _____
   E-Mail Address: _____
   Federal Tax ID number: _____

2. List individuals having an interest of ten percent (10%) or more in the business.

Name	Title	Description of Interest	Percentage of Interest

3. The business was established on _____,_____, organized or operating under the laws of the state of _____, as:
   _____ A corporation
   _____ A limited liability company
   _____ A non-profit or charitable institution or corporation
   _____ A partnership known as _____
   _____ A business association or a joint venture known as _____

4. Number of years in business: _____

5. List the members of the development team and consultants.

Name	Title	Firm	Role

6. The Respondent is a certified as a:
   a. Section 3 organization _____
   b. CERT Certified business (check all that apply) ____MBE ____WBE ____SBE

The information contained herein is true and correct to the best of my/our knowledge and belief.

Signature	Title	Date

The HRA reserves the right to request additional documentation of capacity.

PART 2
PROJECT APPLICATION

Property Address:_____

Business/Developer/Individual:_____

Listed Acquisition Price: _____

1. Proposed project description: Building square footage, # of bedrooms and bath, # garage stalls, etc.

2. Will building be owner occupied _____Yes _____No
3. For rental projects: Describe your organization's asset management plan and experience below.

4. How quickly will your company complete construction after the property is sold to you?
   ☐ 18 Months or less ☐ More than 18 months _____
   (*write in expected timeline)*
5. Additional Comments:

The information contained herein is true and correct to the best of my/our knowledge and belief.

Signature	Title	Date

Attachments (optional)

Budget worksheet, either:

☐ Homeowner: Sources and Uses

☐ Rental: Sources and Uses and 15 year cashflow projection

Design drawings, either:

☐ New construction: Schematic design/floor plan

☐ Rehabilitation: Description of intended scope of work and 2-3 pictures of existing property condition

DISCLOSURE AFFIDAVIT

1. BUSINESS INFORMATION

This affidavit must be completed by an authorized person or persons on behalf of the business or non-profit entity ("Business") submitting the proposal. If the Business is a for-profit, investors, officers, and principal members having an interest of ten percent (10%) or more of the Business must submit individual copies of this affidavit.

Business Name _____

Business Address _____

Individual Name _____ Title: _____

Email Address _____ Phone: _____

2. BUSINESS/INDIVIDUAL DISCLOSURES

Check the boxes below regarding each individual and/or Business listed above. For each item listed below answered in the affirmative, please provide a full explanation including, as appropriate, (1) date, (2) charge or claim, (3) place, (4) court and case number, (5) current status of case, and (6) outcome of case. Attach documentation as necessary.

__YES __NO a. Business/Individual is a party in a pending lawsuit.

__YES __NO b. Business /Individual is the subject of a judgment or has a conviction or pending case for criminal or civil fraud or bribery.

__YES __NO c. Business /Individual has a conviction or pending case for arson.

__YES __NO d. Business /Individual has been indicted for or convicted of any felony within the past 10 years.

__YES __NO e. Business /Individual has been a debtor in a bankruptcy proceeding, either voluntary or involuntary, within the past 10 years.

__YES __NO f. Business /Individual has unpaid delinquent taxes, municipal liens, and/or outstanding civil money judgments.

__YES __NO g. Business /Individual has been declared in default of a loan or failed to complete a development project.

__YES __NO h. Is the Business /Individual subject to any defaults, liens, or judgments?

__YES __NO i. Has the Business /Individual failed to complete or currently in violation of a development agreement or other agreement involving the City of Saint Paul or the Housing and Redevelopment Authority of the City of Saint Paul?

__YES __NO j. Has the Business /Individual previously been involved in a lawsuit with the City of Saint Paul or the Housing and Redevelopment Authority of the City of Saint Paul?

__YES __NO k. Does the Business /Individual own property that is currently subject to three or more housing code violations or prompted three or more police calls within the last year?

__YES __NO l. Has the Business /Individual failed to obtain a required permit for work performed in the City of Saint Paul?

Statement of Non-Collusion

The Individual signing this affidavit, on his/her own behalf or on the Business's behalf, as applicable, swears or affirms that:

1. He or she is fully informed respecting the preparation and contents of the subject proposal.
2. The proposal is genuine and is not a collusive or sham offer, nor does the Business/Individual , as applicable, intend to hold said property as a "speculative" investment.
3. The price or prices quoted in this offer are fair and proper and this Business/Individual or any of its officers, partners, agents, representatives, owners, or employees, as applicable, has not in any manner sought to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City, or any person interested in the proposed contract and/or redevelopment.

I swear or affirm, on my own behalf or on the Business's behalf, as applicable, that the information contained in this Disclosure Affidavit is true and correct to the best of my/our knowledge and belief. I further acknowledge that the statements made in this Disclosure Affidavit are material and will be relied upon by the Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, in determining what action to take on this proposal.

Signature	Title	Date

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 201_, by _____, (individually) (on behalf of_____).

_____

Notary Public