



Arkansas-Louisiana Conference of Seventh-day Adventists

Duplicate Housing Application 2025

Name _____ Date of Move: _____

House for Sale:

Address _____ City _____ State _____ Zip _____

Does the house have a prospective buyer? Yes No

Will you be collecting rent from this property? Yes No If yes, Amt \$ _____

Application must be submitted monthly.

Required documents for each phase must be in effect before assistance is granted.

Employee Signature

Date

PHASE I Initial application for assistance up to three months (months 1, 2, 3).

- Attach copy of mortgage payment coupon.
- Attach copy of real estate listing contract or other evidence showing date effective on market.

PHASE II Application for up to three additional months (months 4, 5, 6).

- Attach copy of appraisal (and receipt for reimbursement).
- Attach copy of real estate listing contract.

Appraisal Value \$ _____ List Price \$ _____ Date Effective _____

In order to be eligible for PHASE II, the property must be appraised and the asking price for said home must not be more than 100% of the appraisal.

PHASE III Application for up to six additional months beyond initial six months.

- Attach a copy of real estate contract.

List Price \$ _____ Date Effective _____

In order to be eligible for PHASE III, the asking price for said home Must not be more than 95% of the appraisal.

Return this form along with required documentation to payroll@arklac.org

Please keep a copy of this form for your personal records.