

REED COLLEGE
APPLICATION FOR HOUSING LOAN

Employee Name & Address:		Address of Residence to be Purchased:		
Is this loan to be used solely to make a down payment on the sole residence of your family? Y N				
The property to be purchased is the only real property owned by my family. Y N				
Hire Date:	<u>Staff:</u>	Years of Employment:	4	5
<u>Faculty:</u> Tenured? Y N		Year of Appointment: 1 2		
Tenure Track? Y N		Year of Probationary Period: 1 2 3 4 5 (circle one)		
This loan application is for		Mortgagor Name & Address:		
Please attach a letter/statement from the mortgagor indicating:				
a) Year life of Mortgage loan		b) Interest Rate	c) Date of closing	
Employee Signature		Date		

BUSINESS OFFICE USE ONLY

COMPUTATION	CHECK LIST
1) Amount of Loan Application	1) Application and supporting documents are complete. 2) Loan note prepared in duplicate. 3) Payroll deduction authorization prepared in duplicate. 4) Check has been requested.
2) Annual Base Salary	
3) 30% of Annual Base Salary	
4) Amount to be loaned (If line (1) is less than line (3) enter amount on line (1) here (If line (3) is less than line (1) enter amount on line (3) here)	
Interest Rate:	
Repayment Period:	
P/R Deduction Start Date:	
Account to be charged: 50010-1535	Approved by
Complete description: HSNG LOAN _____	Date