



Exhibit E - City of Morgan Hill Below Market Rate Preference Criteria Form (Buyers)

The City has established a preference system for allocating the limited number of affordable homeownership units. First preference shall be given to income eligible residents who live in Morgan Hill or employees of companies located within the City limits.

The preference system will be used to establish a ranking of applicants. An eligible household will be ranked according to where they live or work. While an applicant who lives or works within the city limits will have preference over an applicant who does not, residency/employment status is not a requirement for the Program, and all individuals and households may apply. Households comprised of applicants who do not reside or work in Morgan Hill may occupy a BMR unit if there are no eligible Morgan Hill residents or workers on the eligibility list for occupancy.

The City of Morgan Hill has a Preference Requirement for Below Market Rate (BMR) Units (the Preference must be met by the primary applicant and/or one of the co-applicants that will be owners on title to the subject property for the Home Buyer Program.

BMR PREFERENCE CRITERIA	
<i>Note: Applicants that don't live or work in Morgan Hill may still apply.</i>	
Preference 1: Live in City	Must currently live and must have lived in Morgan Hill for at least 6-months*
Preference 1: Work in City	Must currently work at a business located in Morgan Hill at least 20-hours per week, and held position for at least 6-months* *This category includes employees of the Morgan Hill School District even though their physical office or school building may be located in San Jose

IMPORTANT: In order to properly prioritize BMR applicants, HouseKeys requests documents/materials supplemental to the items listed on the BMR application Document Checklist. In order for the primary applicant or co-applicants to be considered for a City Preference you must submit the supplemental materials with the BMR application. **If the documentation requested on this application is not sufficient to prove you meet one of the Preferences categories, please make sure you include additional evidence/documentation. If you don't provide clear and substantial evidence/documentation with the application along with the Preference Criteria Form when you submit your BMR Application Package you will not be eligible for the Preference you claim to meet. Additional proof or clarification cannot be submitted or accepted separately; everything must be included in the packet when you submit it for review.**

I/We (the primary applicant or co-applicants) certify that I/we meet the following preference:

PRIMARY APPLICANT: 1st Preference none

Co- APPLICANT: 1st Preference none

Additional CO- APPLICANT: 1st Preference none

Exhibit E - City of Morgan Hill Below Market Rate Preference Criteria Form (continued)

	Questions	Answers	Supplemental Documentation Needed
<p>Preference 1</p> <p>LIVE IN MORGAN HILL</p>	<p>Have you lived in Morgan Hill for at least 6 months at time of lottery submission and you are a current resident of the City of Morgan Hill?</p> <p>If yes, who does?</p> <p><input type="checkbox"/> The primary applicant (name): _____</p> <p><input type="checkbox"/> The co-applicant (name): _____</p>	<p>Please check one:</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p>If yes, please provide:</p> <p><input type="checkbox"/> Submit the last 6 months bills for two different utility bills with your physical address and name (e.g. PG&E, Water or Cable).</p> <p>NOTE: If your documentation has a PO Box and not your physical address you must also submit a copy of the application you filled out to obtain a PO BOX from the Post Office.</p>
<p>Preference 1</p> <p>WORK IN MORGAN HILL</p>	<p>Do you work at a business located in Morgan Hill* at least 20 hours per week for at least 6 – months at time of lottery submission?</p> <p>If yes, who does?</p> <p><input type="checkbox"/> The primary applicant (name): _____</p> <p><input type="checkbox"/> The co-applicant (name): _____</p>	<p>Please check one:</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p>If yes, please provide:</p> <p><input type="checkbox"/> Submit a letter from your employer, on company letter head verifying that you work within (inside) the city Limits of the City of Morgan Hill. It must be signed and dated by the HR Manager. It should reflect your start date and hours per week worked. If you are self-employed submit a copy of your business license for the current year.</p>

I/we certify under penalty of perjury that all of the information stated on this form is true and complete. I/we have made no misrepresentations, nor did I omit any pertinent information. I/we also understand that I/we must submit clear and substantial evidence with the application and the preference criteria form in order to be considered. No proof - No form - No Preference.

Applicant Name: _____ Signature _____

Co- Applicant Name: _____ Signature _____

Additional Applicant Name: _____ Signature _____

Additional Applicant Name: _____ Signature _____

Adult Household Member Name: _____ Signature _____