

Central Illinois Land Bank Authority & City of Decatur Property Purchase Application

The CILBA/Decatur Property Disposition Program is jointly administered by CILBA and its member municipalities and counties. Properties offered through this program may be owned by CILBA or its member municipality or county and will be conveyed by Quit Claim Deed. The buyer is responsible for inspecting the property and assumes all responsibility for any hazards, risks, or liabilities associated with the property.

Submitting an Application does not guarantee the property will be sold to the Applicant.

A. Instructions:

Fill out the Application completely. If you are unsure how to answer a question or need to collect additional information, you can save the Application as a draft and come back and finish at a later time. You will not be able to submit the application for review by CILBA until the Application is complete, signed and submitted.

Please be aware that the information submitted will be verified. Submitting false or incomplete information can be grounds for your application to be rejected and for your eligibility to participate in the Decatur Property Disposition Program to be revoked.

B. Eligibility Restrictions:

To be considered for a piece of property, each Applicant and co-Applicant:

- May not have any open violations of local building or property maintenance codes or delinquent municipal water bills or delinquent property taxes on any property you own.
- Not have lost a property to the County for nonpayment of taxes, nor had a foreclosure or personal bankruptcy within the past seven (7) years.
- If applying for a side lot, applicant and co-Applicant must be the owner of a property that shares a common lot line with the subject property.

C. Our Process:

Once we receive a completed Application, our staff will review the Application to verify the Application is complete and meets minimum requirements. Applications that are approved by CILBA are given Conditional Approval, subject to Final Approval by the City of Decatur. CILBA will strive to review and process all applications within five (5) business days.

CILBA will forward the Application to the City with conditional approval. The City will strive to act on the recommendation within 30 days.

CILBA will notify the Applicant of the CILBA and Member response. If Final Approval is granted, CILBA will contact the Applicant to come to the City office at the Civic Center to make payment via a certified check, sign closing documents, and receive the Quit Claim Deed. The Applicant will have 30 days from the date of Final Notification to complete the closing and accept deed to the property.

D. Application:

Parcel You Wish to Purchase:

Parcel Number: _____

Street Address: _____

Offer Price \$ _____

Applicant Contact Information:

Applicant Name: _____

Applicant Address (No PO Box): _____

Main Phone: _____ Cell Phone: _____

Email: _____

Co-Applicant Name (If Applicable): _____

Applicant Address (No PO Box): _____

Main Phone: _____ Cell Phone: _____

Email: _____

Type of Applicant (checklist):

- Individual
- Organization or business
 - 501c3 or other charitable organization
 - Private for-profit Corporation
 - Faith-based institution
 - Other

If the Applicant or Co-Applicant owns other property, please provide the Street Address and Parcel Identification Number for each property. Attach a list, table or spreadsheet.

How do you intend to use the property? (Select all that apply):

- Maintain as is
- Expand my yard/open space
- Remove a structure or structures
- Rehab existing structure
- Build new structure
- Add an accessory structure (parking, garage shed, fence)
- Other (if other, describe or attach a description/statement

Please review and Mark X for each TRUE STATEMENT. For any item not checked, please provide an explanation via email or signed letter.

- | | |
|---|--|
| <input type="checkbox"/> Applicant is current on all property taxes for all properties owned | <input type="checkbox"/> co-Applicant is current on all property taxes for all properties owned |
| <input type="checkbox"/> Applicant has not had a bankruptcy or foreclosure within the last 7 years | <input type="checkbox"/> co-Applicant has not had a bankruptcy or foreclosure within the last 7 years |
| <input type="checkbox"/> Applicant owned property has no open housing or building code violations | <input type="checkbox"/> co-Applicant owned property has no open housing or building code violations |
| <input type="checkbox"/> Applicant has not lost a property for non payment of property taxes | <input type="checkbox"/> co-Applicant has not lost a property for non payment of property taxes |
| <input type="checkbox"/> Applicant agrees to maintain property in compliance with all local codes (building, zoning, etc) | <input type="checkbox"/> co-Applicant agrees to maintain property in compliance with all local codes (building, zoning, etc) |
| <input type="checkbox"/> Applicant agrees to pay property taxes going forward | <input type="checkbox"/> co-Applicant agrees to pay property taxes going forward |
| <input type="checkbox"/> Applicant agrees to be responsible for conducting due diligence and accepting property "as-is" with no warranty as to title or condition | <input type="checkbox"/> co-Applicant agrees to be responsible for conducting due diligence and accepting property "as-is" with no warranty as to title or condition |

Does the applicant or co-applicant have any financial or familial relationship with any staff or director of City of Decatur, CILBA or the former owner of the subject Property? If yes, the nature of the relationship must be disclosed for evaluation by the Land Bank.

Yes No

Please have the Applicant and co-Applicant Read and Sign below to attest to the following:

I/we acknowledge:

- Accepting an application does not commit the Land Bank to convey this or any other property to me, except at the Land Bank and Member's sole discretion.
- The information I/we have provided on this application is true and complete.
- Failure to disclose required information or to submit false information is grounds for rejection of my Application and may result in me/use being barred from obtaining property from the City of Decatur and/or Land Bank in the future.

Applicant: Sign: _____ Date: _____

Co-Applicant Sign: _____ Date: _____