



City of Carbondale
 Development Management
 200 S. Illinois Avenue
 Carbondale, Illinois 62901
 Phone (618) 457-2348
 Fax (618) 457-3289
 Explorecarbondale.com

SINGLE FAMILY HOUSING CONVERSION PROGRAM APPLICATION

Applicant/Home Buyer	Phone	Number of Occupants
Current Address of Home Buyer		
Address of Property to be Purchased		
Current/Previous Property Owner	Date of Property Transfer/Possession	
Name and address of Lending Institution if property acquisition is being financed.		
Loan Officer		
I have reviewed Ordinance No. 2007-39 as attached along with the Agreement and understand the terms and conditions and further allow the City to verify the information in order to ensure that the program requirements are met. Submission of this application does not in itself obligate the City or Home Buyer without execution of the agreement.		
Home Buyer Signature	Date	
Home Buyer Signature	Date	

CITY VERIFICATION / REVIEW & SIGN-OFF		
Zoning verified (Development Mgmt.)	Signature	Date
Verification of Rental Residence (BNS Division)	Signature	Date
City Housing Inspection (BNS Division)	Signature	Date
Housing Programs Administrator (Development Management)	Signature	Date
Approval by City Manager	Signature	Date