



YOUNGSTOWN NEIGHBORHOOD DEVELOPMENT CORPORATION



www.yndc.org



330.480.0423



820 Canfield Road, Youngstown, Ohio 44511

DEED IN ESCROW APPLICATION

For consideration to purchase a property owned by the Youngstown Neighborhood Development Corporation (YNDC) through the Deed in Escrow program, complete this application and return it to the YNDC office. Application will **not** be processed if not completed in its entirety. Call YNDC with any questions you may have prior to submitting this application.

Contact Information

Name of applicant: _____

Name of corporation/business (if applicable): _____

Mailing Address: _____

City, State, Zip: _____

Daytime Phone #: () _____ Email Address: _____

How did you hear about YNDC? *Internet* *Social Media* *News* *Word of Mouth* *Other*

Property Information

Parcel ID #: 53-135-0-255.00-0

Property Address: 2300 Volney Road, Youngstown, Ohio 44511

Planned Use of Property

Occupy *Sell* *Rent* *Other*

If you circled "other" please briefly explain: _____

Project Financing

Please attach an explanation of how the purchased property and property renovations will be financed (Letter from Lender, Bank Statement, Line of Credit, etc.). The financing documentation **must** be in the applicant's name.

Amount of Offer: \$ _____

Estimated Cost of Renovation: \$ _____



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Youngstown Neighborhood
Development Corporation



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Checklist for Application Packet:

- _____ 1. Completed Deed in Escrow Application
- _____ 2. Completed work plan including estimated rehab costs and time line
- _____ 3. Proof of financing for the purchase price, rehab costs, and 20% contingency
- _____ 4. Review and sign Terms & Conditions

I understand that YNDC staff will review my application for property purchase, and contact me if any additional information is required.

Signature of Applicant

Date

Please allow at least **14 business days** for your application to be processed. This form is a statement of interest only, meaning there is no guarantee that YNDC will transfer selected property. Please include a copy of your photo I.D. with application.

**You may forward your information via email to: tsokol@yndc.org
If you need assistance filling out the application please call: (330) 480-0423**

Bidder Name		Total Rehab Amount		
Property Address 2300 Volney Road, Youngstown, Ohio 44511		Projected Rehab Completion Date		
Parcel Number 53-135-0-255.00-0				
In addition to entering the source of a cost estimate, please attach copies of all estimates				
Locati on	Repa ir	Source of Cost Estimate	Estimate	
<i>Example</i>	<i>Roof Replacement</i>	<i>ABC Roofing</i>	<i>\$6,850.00</i>	
	<i>Gutters</i>	<i>ABC Roofing</i>	<i>price included w/ roof replacement</i>	
	<i>Replace 1 Window</i>	<i>Lowe's (will install myself)</i>	<i>\$149.00</i>	
EXTERIOR				
General				
Roof	Main	Reshingle roof.		
Windows		Remove (or replace) all broken storm and screen windows. Replace any broken glass in windows.		
Entry Doors		Replace south side entry door with new fiberglass/steel entry door. Replace broken glass in all doors not being replaced.		
Guttering		Replace gutters and downspouts.		
Siding		Scrape and paint all wood and metal surfaces on exterior of house. Replace all missing or rotted wood. On north side porch, reopen to screen porch (or finish installing and paint siding and trim).		
Garage	Roof	Reshingle roof.		
	Doors	Paint (or replace).		
	Guttering	Replace gutters and downspouts.		
	Siding	Scrape and paint all wood and metal surfaces on exterior of garage. Replace all missing or rotted wood.		

INTERIOR				
Entryway	Floor	Repair side entry floor to ensure safety and stability.		
Basement	Walls	Remove all rotted materials and materials with fungal growth.		
	Windows	Replace any broken glass in windows.		
	Floor	Remove all flooring materials.		
Electrical	Service	Replace meter base, weatherhead, meter, and breaker box. Restore electrical utility service and pass CEIB inspection.		
	Fixtures	Replace any missing/damaged outlets, switches, fixtures, or other components as necessary to restore utility service, ensure safety, and pass CEIB inspection.		
	Visible wiring	Replace missing/damaged wiring as necessary to restore utility service, ensure safety, and pass CEIB inspection.		
HVAC	Water Heater	Replace water heater.		
	Furnace	Remove entire boiler system and install forced air system through at least 2nd floor of house.		
Plumbing	General	Replace missing/damaged components as necessary to restore gas and water utility service and function of all appliances, and to ensure safety. Kitchen and at least three bathrooms between first and second floor to be plumbed and pass Mahoning County building inspection.		

Improved Property Renovation Timeline

Days 1-60

Days 61-120

Days 121-180

Terms & Conditions

- The applicant must be current on all property taxes and have no current housing or zoning code violations.
- The applicant must not have any tax foreclosures on any properties owned by the applicant in the past 5 years.
- The applicant must be able to maintain the property in accordance with all local building, housing, and zoning codes.
- Once the property is available for purchase, the purchaser must fill out a Deed in Escrow Application.
- Purchase Agreement must be signed within 3 business days from notification of an accepted application, unless otherwise specified by a YNDC representative.
- Purchasers must provide documentation that shows that they have the ability to finance the cost of acquisition and renovations.
- YNDC holds the right to request reference at their discretion. If requested, references must be provided within 5 business days of the request.
- All properties are sold in an **“AS IS”** and **“WHERE IS”** condition with no warranty or representations by YNDC. Purchasers must carefully inspect the properties.
- The applicant is required to submit a work plan that should include an identified scope of work with cost estimates for labor and materials, a project timeline, and proof of available financing.
- Purchasers agree to rehabilitate the property, at a minimum, according to the assessment report provided by YNDC. The assessment report only provides general renovation specifications and should not be the sole source from which Purchasers develop a work plan. Additionally, YNDC reserves the right to require renovation work, in addition to that identified in the assessment report.
- The property must meet local building code requirements at the completion of the rehabilitation project. The assessment report **DOES NOT** address local building code requirements; this must be coordinated by the purchaser with the local building department.
- The purchaser is responsible for coordination with the appropriate building department for the jurisdiction the property is located in. This includes permits, completing rehab work, and inspection sign offs. The purchaser is responsible for providing copies of permits and sign offs to YNDC. The purchaser must also provide YNDC a copy of the Certificate of Occupancy upon completion of work.
- All costs associated with labor, material, supplies, etc. are the sole financial responsibility of the purchaser.
- The purchaser is responsible for turning on, maintaining, and paying for all utilities used at the property after the purchase agreement is signed.
- All projects are subject to a minimum of three inspections. The first at the halfway point of the project, the second a maximum of 30 days before the close of the project, and a final inspection after the property has a certificate of occupancy and building department inspection sign offs.
- YNDC may conduct additional inspections of the property as needed with a 24 hour notice to the purchaser.
- The purchaser must immediately obtain adequate hazard and liability insurance. Absolutely NO work may commence until the property insurance is in effect. YNDC shall be the named insured until the deed has been transferred. The insurance must be maintained for the duration of the purchase agreement terms.
- YNDC highly recommends the purchaser obtains adequate insurance to protect their investments in the property.

By Signing Below, I agree that I have read and accept the Terms and Conditions, as stated above.

Signature of Applicant

Date