

EXHIBIT E
APPLICATION AND
DEVELOPMENT SOURCES AND USES OF FUNDS STATEMENT

PROJECT APPLICATION PACKAGE

This form is for individuals, businesses or organizations that wish to purchase vacant land owned by the Philadelphia Land Bank, City of Philadelphia or Philadelphia Housing Development Corporation (PHDC).

The City of Philadelphia encourages development of and reused of vacant properties and land that is consistent with its comprehensive plan, Philadelphia 2035. The City of Philadelphia encourages applicants to refer to Policies of the Sale and Reuse of City-owned property (April 20, 2012) for guiding principles and sales process.

Applicants must be in good standing on all municipal obligations, must not have outstanding code violations, must not have been an owner in a completed Philadelphia tax foreclosure proceeding within the last 5 years, and does not appear as the owner of record on the Philadelphia District Attorney's list of land that has been confiscated due to criminal activity.

Incomplete applications will not be processed.

PROPERTY ADDRESS (ES)

OFFER PRICE: _____

SECURITY DEPOSIT: _____

PLANNED USE OF PROPERTY

TYPE: ___ Residential ___ Commercial ___ Side Yard

___ Green/open space/community garden ___ Mixed Use

Number of units: _____ **Square footage:** _____

End user: ___ Owner occupied ___ Rental Housing ___ Homebuyer ___ Other

Does proposed use conform to zoning: ___ yes no ___

If zoning variances are required, please list: _____

APPLICANT INFORMATION

Applicant Name: _____ **Date:** _____

Business Name (if applicable): _____

- **List Principals, General, Limited and/or Managing Partners:**

Contact Person (if different from applicant) _____

Mailing Address: _____

Email Address: _____ **Telephone # ()** _____

Project Plan Submission Requirements

Applicants must submit the following information for the Plan Review by the Philadelphia Landbank.

Side yard and rehab projects must also include:

- Written description of work to be completed, descriptions must be typed or neatly handwritten in section above titled "Description of Proposed use and Improvements".

All other projects must also include the following materials to be submitted in PDF format:

- Developer(s)' and Contractor's names and addresses
- Architect's name and address
- Detailed written description of the work to be completed
- Ground floor dimensional architectural plans; other principal floor plans
- Building elevations with materials and key dimensions noted
- For developments with more than 5 single-family or 10 multi-family units:

Site plan with proposed building footprint(s), street names and parking (if any). Site plan should extend one block beyond project boundary.

Developer Experience

Has the applicant developed other projects in the City of Philadelphia? Yes No

If yes, please list past projects, type, unit size, dates of completion and note if any City funding was awarded for the project:

Is the applicant a named defendant or party to any litigation such as bankruptcy, foreclosure, arbitration proceedings or have miscellaneous lawsuits pending? Yes No

If yes, please explain:

Financial Capacity

Applicant must demonstrate financial wherewithal and development capacity to carry out proposed project. Applicant must provide documentation of available funds in an amount no less than bid amount plus rehabilitation/construction costs.

Acceptable documents include current bank statements, letter of available credit or capital from investor(s) or financial institution(s) and/or evidence of financial capacity. Failure to provide evidence of committed sources of funds to purchase and develop project will result in a disqualification of application.

The Philadelphia Land Bank reserves the right to request business applicants to provide audited financial statements and/or internal financial statements.

Project Financing: Estimated Sources and Uses of Funds. Sources must equal Uses

Sources: Name all sources of funding. Bidder must provide evidence of committed funds.

Type	Amount	Name of Source	Committed Y/N	Documentation Y/N
Developer Equity	\$			
Acquisition Financing	\$			
Construction Financing	\$			
Other	\$			
Other	\$			
Other	\$			
TOTAL SOURCES	\$			

Uses: Provide estimated costs to develop project

Uses	Amount	Source of Estimate
Acquisition Cost (include Closing costs)	\$	
Holding Costs	\$	
Construction Costs	\$	
Design/Engineering Costs	\$	
Legal Costs	\$	
Other	\$	
Other	\$	
Other	\$	
TOTAL USES	\$	

APPLICATION CHECKLIST

Incomplete applications will not be processed. The following items must be submitted before your project will be considered.

- Completed and signed Project Application Form
- Security Deposit
- Project Plans
- Economic Opportunity Policy and Project Goals
- Developer's Statement of Tax Compliance and Clearance
- Developer's Statement for Public Disclosure
- Developer's Statement of Campaign Contributions
- Documentation of Committed Funds
- Audited or Interim Financial Statements

Acknowledgments

The undersigned acknowledges that all property is sold "AS IS" and the Philadelphia Land Bank and City of Philadelphia make no representation or warranty whatsoever expressed or implied, with respect to the quality, content and condition of the properties offered for sale.

Signature

Date

Return Completed application to:

Philadelphia Land Bank
1234 Market Street, 17th floor
Philadelphia, PA. 19107
Att: Christi M. Jackson