



IMPACT CLEVELAND
**EXTREME ENERGY
 MAKEOVERS**

Landlords Application

Landlord Name					Office Use	
Address						
City						
State		Zip				
Landlord Phone #						
Tenant Name						
Tenant Phone #						
Below is a list of major appliances. Please circle the energy source or type for each appliance.						
Air Conditioning	Central	Window	None			Electric use past 12 months: _____ KWH
Water Heater	Electric	Gas	None			
Stove/Oven	Electric	Gas	None			
Fireplace	Electric	Gas	Wood	None		
Heating	Electric	Gas	Wood	Space Heaters	None	
If there are 2 or more heating sources, which is used the most?						Batch Code:
Electric	Gas	Wood	Space Heaters	Other		
*See the point on Heating Sources on the back of this application under Am I Eligible to Apply?						
Rev. 06/01/2016						



Is my property Eligible for Application?

If you can answer YES to the following questions, then you are eligible to apply.

1. Is it within Cleveland's Community Development Block Grant's boundaries (Our office can help you determine this)?
2. Is your property 20 years old or older?
3. Do your property have Electric Heat?
 - If you have gas heat as your **only** heat source, or as the heat source that is used **the most**, you are probably not eligible to apply. If you have gas heat, but also have **electric heat**, and you use the electric heat **the most**, then you are eligible to apply (Electric heat could include space heaters). If you are unsure of what kind of heat you have, if you are not sure which you use more, or if you have any other questions, and we will be glad to help you figure it out.

Required Documentation:

1. Verification of Income

We will need one of the following documents for each person who lives in your home that earns an income, and is age 18 or older:

- * Paystubs from the previous month
- * A letter from the Social Security or Disability Office
- * Profit and Loss Statement (past 6 months)
- * Other forms of income such as Child Support of Alimony

2. Lease Agreement

Please bring the lease agreement with current tenant that we may make a copy of.

3. Verification of Homeownership

Please bring one of the following documents:

- * Warranty Deed
- * 99 Year Leasehold
- * Life Estate
- * Mortgage Statement
- * Property Tax Statement

4. Photo-Identification

Please bring a valid photo-identification that we may make a copy of.

Note: Your income level does NOT affect your eligibility for the project. We ask for this information because sometimes homes require repairs before we can start making energy improvements. This information will help us find options for those repairs to be made so that we can start work.

Landlord Agreement

To complete this application, you will also have to sign our Landlord Provision of Services Agreement. This agreement is designed to ensure that both the property owner and tenant enjoy the benefits of the EEM program. This agreement will have to be signed **before** a PreScreen is scheduled. Copies of the agreement are available in Impact Cleveland's office at 1075 Blythe Ave SE, Suite 2 Cleveland, TN 37311.

What is a PreScreen?

A PreScreen is how we determine whether or not your property qualifies for the program. An Energy Advisor from our team will schedule a time to evaluate the overall energy consumption of your home, including, but not limited to, your heating & cooling equipment, duct systems, lighting, and insulation levels. We have more information about this in our office for when you apply.