

**ST JOSEPH LAND BANK**

**PROPERTY PURCHASE APPLICATION**

To purchase a residentially zoned, Land Bank of St Joseph owned lot, with or without a structure, complete this form and return it to the St Joseph Land Bank at the address listed at the end of this for. If you wish to purchase more than one property, use a separate application for each property.

**CONTACT INFORMATION:**

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Daytime Phone: Alternate Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**PROPERTY INFORMATION:**

Parcel ID#: \_\_\_\_\_

Address (if any) \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

OFFER: \$ \_\_\_\_\_

**INTENT FOR THE PROPERTY:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the best of my knowledge, the information provided in the application is true and in compliance with St Joseph Land Bank Policies and Procedures. I do not own other property that has delinquent taxes, unpaid special assessments, or un-remediated code violations and I am not delinquent in other taxes. I have not been convicted of crimes involving the sale of illegal drugs, prostitution, operating a nuisance business, and I am not required to be registered as a sex offender. I understand that the proposed use must be consistent with current zoning requirements or the property must be rezoned prior to the transfer. I understand that the St Joseph Land Bank staff will review this request and confirm that it is in compliance with these Policies and Procedures, as well as existing St Joseph Land Bank and neighborhood plans. The St Joseph Land Bank may place a lien on the property or enter into a development agreement with the purchaser to guarantee that the proposed improvements/renovations are completed to The St Joseph Land Bank standards.

You will be given a special warranty deed with purchase. If desired, title insurance is the responsibility of the purchaser.

All property is sold **AS IS**. I also understand that this form is a statement of interest only. Receiving it does not commit the St Joseph Land Bank to transfer property.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this application, a background check form, and the application fee to:

Land Bank of St Joseph, Missouri  
1100 Frederick Ave. Room 107  
St Joseph, MO 64501  
Phone: (816) 271-4827

Please allow at least 30 days for your application to be processed.

**OFFERS FROM INDIVIDUALS**

**FOR VACANT LOT/LAND WHERE NO CONSTRUCTION IS PLANNED**

Describe your plan for use of the vacant lot. Include a timeline and how you will cover the cost of carrying out the plan.

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**FOR REHABILITATION OF EXISTING SINGLE-FAMILY STRUCTURE OR CONSTRUCTION OF SINGLE-FAMILY STRUCTURE ON CURRENTLY VACANT LOT**

Submit the following documents along with the application:

1. Rehabilitation/improvement specifications. Describe in detail the repairs to be completed, estimated cost for each item, and name of contractor or person who will perform the work.
2. A timeline for the completion of the project.
3. Project financing. Describe the source of funding available for the project.
4. Your budget for the development or project.

**FOR REHABILITATION OF EXISTING MULTI-FAMILY HOUSING OR NON-RESIDENTIAL STRUCTURE, CONSTRUCTION OF SUCH STRUCTURE ON CURRENTLY VACANT LOT, PROPERTY ZONED FOR AND TO BE USED FOR AGRICULTURAL OR INDUSTRIAL DEVELOPMENT**

Submit the following documents along with the application:

1. Project description
2. Development team description, including names and contact information for any of the following parties involved:
  - a. Developer
  - b. Co-developer/Partner, if any
  - c. Owner
  - d. General contractor
  - e. Consultants
  - f. Architect
  - g. Project manager (during construction)
  - h. Lead construction lender
  - i. Marketing agent
  - j. Project management (post construction)
  - k. Attorney
3. Market information/plan

4. Project financing
5. Development budget
6. Operating budget
7. Most recent audited financial statement
8. List of potential tenants and pre-lease agreements
9. Evidence of compliance with all applicable St Joseph Land Bank policies.

A background check will be performed in order to determine compliance with the St Joseph Land Bank Policies and Procedures For the Acquisition and Disposition of Property. Those policies state:

- The transferee must not own any real property that is subject to any un-remediated citation of violation of codes and ordinances.
- The transferee must not own any real property that is tax delinquent or be delinquent in other taxes.
- Has not been convicted of crimes involving the sale of illegal drugs, prostitution, operating a nuisance business, and is not required to be registered as a sex offender.

The results of the background check will be valid for one year. It will not be necessary to complete this form for future offers during this period. The information on this form will be kept confidential. For corporations and other business entities, the background check will be performed for the person authorized by the entity to sign and submit the application to purchase property.

Please print clearly:

Name (First, Middle, Last)\_\_\_\_\_

Home Address /City/State/Zip\_\_\_\_\_

Date of Birth\_\_\_\_\_ Social Security#\_\_\_\_\_

After you have been determined eligible to purchase the property from the St Joseph Land Bank, you will be notified of the amount of the required down payment to be paid before the offer can be considered by the Board. Payment must be in the form of cashier's check or money order.

Approved:\_\_\_\_\_

**Office Use Only**

Code Violations:

Delinquent Taxes:

Crimes/Sex Offender status: