



# HOME OWNERSHIP INCENTIVE PROGRAM (HIP)

## *Application Checklist*

### DID YOU REMEMBER TO...

- Ensure that you are a member of Mikisew Cree First Nation and are listed on the membership list?
- Complete, sign and date your application form (Appendix A of Application)
- Attach the following documents with your application for submission:
  - Pre-approval commitment letter from a financial institution
    - Is the financial institution a recognized lending institution?
    - Does the pre-approval show the mortgage amount, the down payment that the mortgage is based on, number of years and the interest rate?
  - Offer to Purchase Agreement (if purchasing home only) that includes:
    - Purchase price, seller name, location (legal description)
  - Or real estate listing (if there is no Offer to Purchase Agreement)
  - Builder or Contractor Agreement (if building home only) that includes:
    - Builder or contractors name, estimated construction cost, build time, and location (legal description)
  - Or estimated construction cost, build time and location (legal description) based on written estimates and land title searches.
- Sign the Home Ownership Incentive Program Agreement (Appendix B of Application)
- Sign the Recipient Release Authorization Form (HOU-SUP-004)
- Submit your **COMPLETED** application forms on the submission date, **June 23, 2025, at 8:00AM MST** to **hip@mikisewcree.ca**?

### REMINDERS!

- APPLICANTS ARE RESPONSIBLE TO REVIEW THEIR APPLICATIONS TO ENSURE ALL REQUIRED DOCUMENTATION IS SUBMITTED.** Incomplete applications will automatically be rejected without notification. Ensure you thoroughly review and complete your application and attach all applicable documentation prior to submission.
- Applications will be accepted on a **FIRST COME, FIRST SERVED** basis. All emailed applications received will be date and time stamped.
- ALL** inquiries must be submitted in writing via email to **hip@mikisewcree.ca**. Verbal inquiries will not be accepted.