



Cuyahoga County Land Reutilization Corporation Property Purchase Application Process

The Cuyahoga Land Reutilization Corporation (“CCLRC”) supports homeownership and investment in its properties. In order to acquire a property, a potential purchaser should follow the steps below:

1. Identify a property that the potential purchaser is interested in acquiring (see properties for sale at Cuyahogalandbank.org).

****Note properties that say “For Sale” are the only properties available for acquisition****

2. Fill out completely and send Property Purchase Application to:

Dennis L. Roberts
Attention: Property Purchase Application
Cuyahoga County Land Reutilization Corporation
323 W. Lakeside Avenue, Suite 160
Cleveland, OH 44113

3. Schedule a meeting with Marcia Nolan, Executive Director of the Cleveland Action to Support Housing, Inc. at 216-621-7350 (Fax: 216-621-5269) to discuss financing options.
4. Negotiate an acquisition price with the Director of Programs and Property Management at the CCLRC office.
5. Sign final sales agreement and close transaction.
6. Begin and complete renovation of purchased property.



PROPERTY PURCHASE APPLICATION

To purchase a property owned by the Cuyahoga County Land Reutilization Corporation ("CCLRC") complete this form and return it to the CCLRC Office. A separate application must be completed for each parcel.

Application will not be processed if not completed in its entirety.

CONTACT INFORMATION

Name of applicant: _____

Name of corporation/business: (if applicable) _____

Names of other property renovation corporations/businesses you have been associated with: (if applicable)

Mailing address: _____

City, State, Zip: _____

Daytime Phone #: _____ Alternate phone #: _____

Fax number (optional): _____ Email address (optional): _____

PROPERTY INFORMATION

CCLRC property address and parcel ID#:

PLANNED USE OF PROPERTY

Occupy personally Sell to an owner-occupier Rent to tenant Land contract to a buyer

Other - Please explain: _____

Renovation Team description: *(List names of developer, contractors, lead construction lender, architects, project managers, consultants, marketing agent, etc. that you will work with to ensure property is renovated to a mutually agreeable standard).* _____

Cuyahoga County Land Reutilization Corporation, 323 W. Lakeside, Suite 160, Cleveland, Ohio 44113
Phone: 216.698-8653, Fax: 216.698.8972, Website: www.cuyahogalandbank.org

PROJECT FINANCING

Prepare a brief summary of how renovation will be financed:

Anticipated timeline for renovation/improvement:

Note: The CCLRC may place a lien on the property, enter into a development agreement with the purchaser, or exercise all other rights under law to guarantee that the proposed renovations/improvements are completed to CCLRC standards.

Please note the CCLRC may request copies of the following documents:

- Most recent tax returns
- Pay stubs and/or
- Other types of evidence of financial capacity

I understand that the CCLRC staff will review my plans for the property and determine in its sole discretion whether such plans are in compliance with CCLRC policy.

Signature of Applicant	Date

Please allow at least **30 days** for your application to be processed. All property sold **AS IS**. This form is a statement of interest only, meaning there is no guarantee that CCLRC will transfer selected property.

Return Completed Form To:

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Estimated cost of renovation/improvements: *(to be completed by member of CCLRC staff)* \$_____