



LAND BANK OF KANSAS CITY, MISSOURI  
PROPERTY PURCHASE APPLICATION  
SIDE LOT DISPOSITION

**IMPORTANT APPLICATION INFORMATION**

- **Application** -To purchase a Land Bank of Kansas City, Missouri side lot, complete the form and contact staff at 816-513-9020 to schedule an appointment to submit application. Submitting an application does not commit the Land Bank to transfer property. Listing your spouse is mandatory; a Marital Waiver is available if the spouse does not want an ownership interest in the property.
- **Background Check Fee** - There is a \$25.00 non-refundable Background Check Fee, payable by cashier's check or money order. There is an additional \$10.00 non-refundable Background Check Fee for each person added to the application. All applicants must present a Social Security Card issued by the Social Security Administration for verification at application. **This is a required piece of documentation to complete the background check.** To obtain a Social Security card, you may visit or contact your local Social Security Administration office.
- **Administrative Fee** - There is an \$85 non-refundable Administrative Fee to be paid in the form of a separate cashier's check or money order for each application, due at the time of application submission.
- **Qualifications** – All transferees must own and occupy the home contiguous to the proposed side lot. No more than one lot may be transferred per contiguous lot.
- Please submit: **1) Application, 2) Background Check Fee 3) Administrative Fee to:**
  - The Land Bank of Kansas City, Missouri, 414 E. 12<sup>th</sup> Street, 19<sup>th</sup> Floor, Kansas City, Missouri 64106.
  - Please allow at least 30 days from the acceptance of your application for processing.
  - All applicants must present a current government-issued photo identification at application. To obtain a government-issued photo identification, you may visit your local Department of Motor Vehicle office.

LAND BANK OF KANSAS CITY, MISSOURI  
CONTACT INFORMATION

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

Additional Applicant Name(s): \_\_\_\_\_  
(Including Spouse and/or Co-Applicant)

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

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

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

Email Address: \_\_\_\_\_ Marital Status: \_\_\_\_\_

PROPERTY INFORMATION

Address: \_\_\_\_\_ Offer Amount: \$ \_\_\_\_\_

Proposed Use of the Property:

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

To the best of my knowledge, the information provided in this application is true and in compliance with 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 in the last five years; and I am not required to be registered as a sex offender.

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

Signature of Co-Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



## LAND BANK OF KANSAS CITY, MISSOURI BACKGROUND CHECK FORM

A background check will be performed in order to determine compliance with the Land Bank Policies and Procedures for the Acquisition and Disposition of Properties. 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 in delinquent in other taxes.
- Has not been convicted of crimes involving the sale of illegal drugs, prostitution, operating a nuisance business for the last five years, 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 Code:			
Date of Birth:		SSN:	

Have you previously purchased property from Land Bank of Kansas City or Kansas City Missouri Homesteading Authority? Yes No

If so, please list the street addresses of all previously purchased properties.

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

Please list the addresses of all owned properties.

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

Date Verified: Initials:

**INTERNAL USE ONLY- LAND BANK STAFF TO COMPLETE**

- 1) Criminal Background check is clear for last five years. Pass: \_\_\_\_ Fail: \_\_\_\_
- 2) List of all LB/HA purchases and confirmation all Deed of Trust's are compliant.
- 3) Proof of financial capacity provided. Type of proof: \_\_\_\_\_  
Amount shown: \_\_\_\_\_
- 4) All privately owned properties checked for open 311 cases.
- 5) Current on all property taxes.
- 6) Letter sent to Neighborhood Association.
- 7) Background Check Fee Paid. Amount paid: \_\_\_\_\_
- 8) Administrative Fee Paid. Amount paid: \_\_\_\_\_