



Dear Interested Applicant,

Thank you so much for your interest in the ***City of Ponca City's Demolition Assistance Program***. Attached you will find an application that should be filled out, and returned to my office with the following documentation:

- Signed Voluntary Authorization and Release Form
- Copy of Driver's License
- Copy of Social Security Card(s) for each person living in the house
- Copy of Income for each person living in the house (i.e. Previous Year's Tax Return, W-2, Last pay stub(s), Social Security Statement)

This program is for anyone who meets the income qualification guidelines. Should you have any questions or need additional information, please don't hesitate to email me at [flanekb@poncacityok.gov](mailto:flanekb@poncacityok.gov) or call me at 580-763-4577. Thank you again for your interest in this great program, and I look forward to working with you!

Sincerely,

*Kacey B. Flanery*

Kacey Flanery  
Development Services

**DEMOLITION  
APPLICATION FOR FINANCIAL ASSISTANCE**

HEAD OF HOUSEHOLD	SPOUSE (Or any other adult over the age of 18)
NAME: _____	NAME: _____
SOCIAL SECURITY #: _____	SOCIAL SECURITY #: _____
ADDRESS: _____	ADDRESS: _____
CITY/STATE/ZIP: _____	CITY/STATE/ZIP: _____
TELEPHONE (HOME): _____ (WORK): _____	TELEPHONE (HOME): _____ (WORK): _____
AGE: _____ RACE: _____	AGE: _____ RACE: _____
Number of dependent children living at home? _____ Ages: _____ Other dependents living at home? _____	Do you or any member of your family have any physical handicaps? _____ Number of people living in home: _____

PROPERTY ADDRESS OF DEMOLITION: \_\_\_\_\_  
LEGAL DESCRIPTION OF PROPERTY: \_\_\_\_\_  
\_\_\_\_\_

MONTHLY INCOME FROM ALL SOURCES(ATTACH PROOF)	OWNER	SPOUSE	OTHER MEMBER	FOR STAFF USE ONLY CALCULATE ANNUAL INCOME
Wages, Salaries, Tips				
Social Security				
Pensions, Interest, Royalties, etc.				
Rental Income				
Other Regular Income				
<b>TOTAL</b>				
<b>FAMILY TOTAL</b>				

I certify that the income information given above is true and correct to the best of my knowledge. I further certify that I have attached documentation verifying said income. PENALTY FOR FALSE OR FRAUDULENT STATEMENT: U.S.C. TITLE 18, SEC. 1001, PROVIDES: "Whoever, in any matter within jurisdiction of any department or agency of the United States knowingly and willfully falsifies...or makes any false, fictitious or fraudulent statement or entry, shall be fined not more the \$10,000 or imprisoned not more than five years, or both."

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

The undersigned has examined the Application for Financial Assistance, including supporting data, and finds that the application meets the requirements of the City of Ponca City and satisfies the rules and regulations issued by the Department of Housing and Urban Development. Accordingly, the undersigned has approved the Application for Financial Assistance in accordance with the Community Development Block Grant received by the City of Ponca City.

Date: \_\_\_\_\_ CDGB Administrator: \_\_\_\_\_



VOLUNTARY AUTHORIZATION AND RELEASE

TO: CITY OF PONCA CITY  
P. O. Box 1450  
PONCA CITY, OKLAHOMA 74601

RE: CDBG

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned (whether one or more) hereby warrants that he/she is the owner of the legal and equitable title in and to the following described property situated in the City of Ponca City, Kay County, Oklahoma, to-wit:

AKA:

That the undersigned hereby authorizes the City of Ponca City, its officers, agents, employees and all persons under contract with it, to enter upon said premises and destroy and/or remove there from all noxious weeds, trash, debris, uninhabited and dilapidated structures and appurtenances and vehicles not bearing a current year automobile tag, all without cost to the undersigned.

The undersigned also agrees to hold the City of Ponca City harmless from any liability whether actual or incidental, in connection with said clean-up of the premises.

The undersigned agrees that thereafter he/she will maintain said premises in a clean and orderly condition in accordance with the Ponca City Municipal Code.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner