

Home Purchase Reimbursement Request

To request a home (e.g., house, condo, coop) purchase reimbursement, please provide the information below and attach appropriate supporting documentation. Send the form and documentation to Human Resources in the New York Office, **Attention: Janet Arce**.

Date of closing:

Amount of requested reimbursement (\$1,000 maximum): _____

Description of expense(s) (e.g., inspection fee, title search, escrow fee, loan points):

Name(s) of provider(s):

Examples of supporting documentation:

- Settlement statement (HUD-1)
- Invoice or statement of services rendered from service provider, including name, service date(s) and services rendered

I certify that I have incurred the expenses for which reimbursement is claimed from the Segal home purchase reimbursement program and that these expenses are for the initial purchase (not refinancing) of my primary residence. Reimbursement will be made to me and is considered taxable income. I understand this benefit is only available once during my tenure at Segal.

Employee Name (please print)

Employee ID

Signature

Date