

HOUSE KEYS 4 EMPLOYEES (HK4E):  
EMPLOYER  
PARTICIPATION AGREEMENT



**MARYLAND MORTGAGE**  
*Making Homeownership Affordable*

Name of Employer: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The employer referenced above hereby agrees to:

1. Participate in the Maryland Department of Housing and Community Development's (the "Department") House Keys 4 Employees Program (HK4E);
2. Provide financial assistance to eligible employee to be made available at settlement; and,
3. Carry out these activities in accordance with the attached Department's Partner Match Programs Fact Sheet, as may be amended from time to time by the Department in its sole discretion.

Signature: \_\_\_\_\_ (SEAL)

Date: \_\_\_\_\_

Please provide the information requested below to complete your House Keys 4 Employees Program (HK4E) agreement.

1. Total number of employees: \_\_\_\_\_
2. Total number of employees anticipated to be assisted annually through HK4E: \_\_\_\_\_
3. Type of assistance to be provided: *Please describe the type and amount of assistance you will provide to employees. Will the assistance be in the form of a loan or a grant and what amount do you plan on contributing (if known at this time)? If it will be a loan, please describe the interest rate and terms of the loan.*

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

4. Plans for marketing the program: *Please describe your plans for marketing this program.*

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

*The Department may close HK4E or modify the terms at any time. The Department will notify the partner in writing at least 30 days prior to ending the program. All HK4E applications where a Verification of Partner Contribution was submitted prior to notification will be honored.*

Return completed Employer Participation Agreement by mail or email.  
Questions? Email: [SingleFamilyHousing.dhcd@maryland.gov](mailto:SingleFamilyHousing.dhcd@maryland.gov)



Larry Hogan,  
Governor  
Boyd K. Rutherford,  
Lt. Governor



Kenneth C. Holt,  
Secretary

For more information, please visit:

**[mmp.Maryland.gov](http://mmp.Maryland.gov)**

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