TURN THE KEY PROCESS ROADMAP

The Philadelphia Affordable Homeownership Program

Start your homebuying journey HERE

1 Register for Turn the Key (TTK) Account

2 Complete Interest Form

3 Complete Application

4 Watch webinar to obtain PHFA cerftification

5 Upload income documents and PHFA certificate

6 All required documents uploaded?

- **NO** You will be redirected to the portal until all required documents are uploaded
- **YES** TTK schedules first 1 on 1 housing counseling session

7 TTK schedules second 1 on 1 housing counseling session

8 Mortgage Ready?

- **NO** Follow up with your housing counselor for next steps
- **YES** Your income certification will be processed

9 TTK approval and introduction to developer

10 Find a home and obtain financing

11 Go to settlement Congratulations!

PHDC
Serving Philadelphia Since 1965

For questions, please email turnthekey@phdc.phila.gov