

Borrower Name

Originating Lender

Lender Contact

Contact AC & Phone

Contact AC & Fax

Contact E-Mail Address:

BOND PROGRAM COMPLIANCE DOCUMENTS AND THE ITEMS LISTED BELOW CONSTITUTE A COMPLETE, PURCHASABLE FILE. A SEPARATE CHECKLIST IS PROVIDED FOR BOND COMPLIANCE DOCUMENTS. PLEASE USE IT TO ASSEMBLE THE FILE FOLDER OF COMPLIANCE DOCUMENTS THAT IS INCLUDED WITH THIS PACKAGE.

Instructions: PLEASE NOTE (1) USE THIS CHECKLIST AS A COVER (2) ACCO-FASTEN THE ITEMS LISTED IN ORDER SHOWN. (3) ORIGINALS OF NOTES REQUIRED (4) COPIES OF ALL OTHER DOCUMENTS ARE ACCEPTABLE, (5) PLEASE INCLUDE ADDITIONAL COPIES WHERE NOTED, AND (5) DO NOT USE A FILE FOLDER.

PLEASE NOTE THAT LOAN MUST BE FHA INSURED IF DELIVERED MORE THAN 90 DAYS FROM CLOSING

1. _____ CURRENT PAYMENT HISTORY
2. _____ **ORIGINAL** NOTE + 1 COPY
3. _____ NAME AFFIDAVIT, IF APPLICABLE
4. _____ MORTGAGE/DEED OF TRUST + 1 COPY
5. _____ **ORIGINAL** SECOND NOTE/ LIEN/HOME MTG ASSISTANCE CONTRACT + 1 COPY, IF APPLICABLE
6. _____ SECOND MORTGAGE/DEED OF TRUST/LIEN + 1 COPY, IF APPLICABLE
7. _____ LOAN ACKNOWLEDGMENT FORM
8. _____ TAX-EXEMPT RIDER
9. _____ CONDO/PUD/RIDERS, IF APPLICABLE
10. _____ ASSIGNMENT OF MORTGAGE + 1 COPY
11. _____ FIRST PAYMENT LETTER
12. _____ FINAL HUD-I + 1 COPY
13. _____ FHA DPA MEMO
14. _____ AGGREGATE ESCROW ANALYSIS DISCLOSURE + 1 COPY
15. _____ TITLE COMMITMENT OR SHORT FORM TITLE POLICY + 1 COPY
16. _____ TAX CERTIFICATION- 1 COPY
17. _____ HAZARD INSURANCE POLICY WITH 1 YR. PROOF OF PAYMENT + 1 COPY
18. _____ MORTGAGEE CLAUSE LETTER (HAZARD/FLOOD) + 1 COPY
19. _____ FLOOD CERTIFICATION AND DISCLOSURES + 1 COPY
20. _____ FLOOD INSURANCE BINDER, IF APPLICABLE, WITH 1 YR. PROOF OF PAYMENT + 1 COPY
21. _____ WIND HAIL INSURANCE (IF APPLICABLE)
22. _____ BUYDOWN AGREEMENT, IF APPLICABLE
23. _____ REHAB AGREEMENT, IF APPLICABLE & 1 COPY
24. _____ W-9 FORM FOR PRIMARY BORROWER
25. _____ FINAL TYPED LOAN APPLICATION, SIGNED & DATED BY ALL PARTIES
26. _____ MORTGAGE CREDIT ANALYSIS WORKSHEET (MCAW)
27. _____ HUD 92900A - DIRECT ENDORSEMENT APPROVAL
28. _____ SURVEY, IF APPLICABLE
29. _____ FINAL TRUTH-IN-LENDING
30. _____ ASSURANCE/WARRANTY OF COMPLETION, IF APPLICABLE
31. _____ TERMITE REPORT / SOIL TREATMENT GUARANTEE
32. _____ MIP TRANSMITTAL FORM
33. _____ COMPLIANCE OR ERRORS & OMISSIONS AGREEMENT
34. _____ IRS FORM 4506 OR 8821
35. _____ CUSTOMER IDENTIFICATION NOTICE (PATRIOT ACT).
36. _____ IF APPLICABLE, HOMEBUYER EDUCATION CERTIFICATE
37. _____ UNDERWRITER'S APPROVAL (MANUAL OR AUTOMATED) IF AUTOMATED CLUES ENCLOSED
38. _____ DETAIL OF UNDERWRITING CONDITIONS AT CLOSING
39. _____ **CREDIT UNDERWRITING PACKAGE:** TRANSMITTAL SUMMARY, HANDWRITTEN LOAN APPLICATION, PURCHASE AGREEMENT, FINAL INSPECTIONS, APPRAISAL, CREDIT REPORTS, NOTICE OF SALE AND ASSIGNMENT OF SERVICING RIGHTS, VOE'S/VOD'S OR ALT DOCUMENTATION, GOOD FAITH ESTIMATE, INITIAL TRUTH-IN-LENDING, SALES CONTRACT, MISC. REC'D DOCUMENTS.