

CHFA FINANCE DEPARTMENT
CLOSED LOAN DOCUMENTATION CHECKLIST
(90 Day Post-Closing Process)

CHFA Whole Loans Only
(AmeriNat - OR - Service Retained Lender)
~ Not applicable to 1st Mortgage loans delivered to Idaho Housing and Finance Association ~

CHFA Loan #: _____

Borrower(s): _____

**The following documents must be submitted to the CHFA Finance Dept. in a
SINGLE PACKAGE within 90 days of loan closing.**

- | | |
|-----------------------------------------------------------------------------------------------------------------|------------------|
| | <i>(Initial)</i> |
| 1. Mortgage Insurance Certificate (Copy - FHA, VA, USDA-RD or PMI) | _____ |
| 2. Participating Lender Certification (Original - fully executed) - <i>CHFA Form 019-1101</i> | _____ |
| 3. Assignment of Mortgage (Copy - fully executed, recorded) - <i>CHFA Sample Form 036-1014-S</i> | _____ |

NOTE: A copy of the executed and endorsed CHFA 1st Mortgage Note, executed DAP Note, executed DAP Commitment Letter *(if applicable)*, were provided to CHFA at the time of purchase. Duplicate copies of the Note(s) and executed DAP Commitment Letter are not required with the above documentation.

The Lender hereby submits to CHFA the loan documentation listed above. All loan documents for this loan are accurate, complete, and in compliance with the requirements of the Commitment for Purchase, the Master Commitment Agreement, and the CHFA Home Mortgage Programs Operating Manual.

Lender Name: _____ Date: _____

By: _____
(Print Name & Title)

Phone #: _____ Email Address: _____

Attn: CHFA Finance Dept.
999 West Street - Rocky Hill, CT 06067
 ~ or ~
Email: PCDocs@chfa.org