

Bulletin #251
April 2, 2024

To: CHFA Lenders
From: CHFA Single Family Underwriting
Subject: **2023 Federal Income Tax Returns Required**

Lenders are required to include copies of the signed 2023 Federal Income Tax return or IRS Tax return Transcripts for each borrower and co-borrower applicant on loans submitted to CHFA that have not received a CHFA Commitment by **Monday, April 15, 2024**.

2023 Federal Income Tax returns or IRS Tax return Transcripts must be included in all new files submitted on and after the April 15, 2024 start date.

This requirement is also applicable to all loans in your pipeline that have not received a CHFA Commitment by April 15, 2024, even if the tax documents were not available when the file was submitted.

All returns must include any applicable Schedules that were filed with the tax document.

Copy/proof of any extension filed will be required if returns are not available. CHFA, at its discretion, reserves the right to require filing of 2023 Federal Income Tax returns prior to Commitment.

*All questions regarding this Bulletin should be directed to Lisa Hensley at lisa.hensley@chfa.org
or Carolyn Christensen at carolyn.christensen@chfa.org*