

COMMISSION ON AFFORDABLE HOUSING

ITEMS REQUIRED AT THE TIME OF SUBMITTING A FHOP APPLICATION

1. SIGNED CONDITIONAL LOAN COMMITMENT / LOAN APPROVAL LETTER *WITH LENDER CONDITIONS*
2. UNIFORM UNDERWRITING AND TRANSMITTAL SUMMARY OR HUD MORTGAGE CREDIT ANALYSIS WORKSHEET **(FORM 1008)**
3. GOOD FAITH ESTIMATE
4. UNIFORM RESIDENTIAL LOAN APPLICATION **(FORM 1003)**
5. APPLICANT(S) CREDIT REPORT
6. COPY OF PHOTO IDENTIFICATION, SOCIAL SECURITY CARDS, BIRTH CERTIFICATES AND RESIDENT IDENTIFICATION CARD *(IF APPLICABLE)* ARE REQUIRED
7. RESIDENCY DECLARATION FORM *(REQUIRED FOR ALL HOUSEHOLD MEMBERS)*
8. SIGNED VERIFICATION OF EMPLOYMENT AND INCOME (VOE's) ARE REQUIRED AT THE TIME OF APPLICATION
9. VERIFICATION OF ASSETS DISPOSED
10. VERIFICATION OF DEPOSIT'S (VOD's) ARE REQUIRED AT THE TIME OF APPLICATION
11. COPY OF APPRAISAL
12. SIGNED COPY OF REHABILITATION PROPOSAL (IF APPLICABLE)
13. COPY OF HOME BUYER'S INSPECTION REPORT.
14. ADDENDUM (SELLER CONTRIBUTION) \$_____ (IF APPLICABLE)
15. COPY OF *LEGIBLE* SALES CONTRACT.
16. Earnings statement from SOCIAL SECURITY IS required for all unemployed household members 18 years of age or older.

➤ *When preparing your application package for the Commission on Affordable Housing, please place the information in the order as they are listed above. The Commission on Affordable Housing reserves the right to request additional documentation if deemed necessary in determining eligibility for assistance.*