

MISSISSIPPI HOME CORPORATION

TEMPORARY FINANCING
HOME BUYER ADVANTAGE
PROGRAM CHECKLIST

HBA/NSP Reservation Number: _____

Borrower

Co-Borrower

RESERVATION PACKAGE: (Due 30-days prior to closing)

- ___ 1. HBA/NSP Reservation Form (HBA/NSP001)
- ___ 2. HBA/NSP Checklist (HBA/NSP002)
- ___ 3. Copy of Executed Sales Contract
- ___ 4. Copy of Executed Loan Application
- ___ 5. Copy of DU Finding Approval
- ___ 6. Copy of Good Faith Estimate
- ___ 7. Original Executed NSP Temporary Financing/Rehabilitation Grant Recipient/Homebuyer Agreement (Signed by Homebuyer(s) and Temporary Financing Lender)
- ___ 8. List of repairs or construction completion requirements
- ___ 9. Copy of Home buyer(s) Credit Report

COMPLIANCE PACKAGE: (Due 30-days prior to closing)

- ___ 1. Copy of the HBA/NSP Checklist (HBA/NSP 002)
- ___ 2. Copy of Home Buyer's Education Counseling Certificate
- ___ 3. FHA Transmittal and/or 203K Max Worksheet (FHA 203(k) only) or Fannie Mae 1008 or VA Loan Analysis (whichever is applicable)
- ___ 4. MHC Income Calculation Worksheet (HBA/NSP 005)
- ___ 5. Copy of Social Security card(s) or Copy of Alien Registration card(s)
- ___ 6. Copy of Driver's license(s), State I.D. or Birth Certificate(s)
- ___ 7. Most current two (2) months bank statements on all bank accounts
- ___ 8. Verification of Employment (VOE) and most recent pay stubs, W-2. If self-employed provide the most recent Tax return with Schedule C, E or F & Current Profit and Loss) for ALL applicable household members
- ___ 9. Copy of most recent Federal Tax Return Form 1040 Tax Return for ALL applicable household members with original signatures
- ___ 10. Copy of the complete Appraisal (URAR)
- ___ 11. Wiring Instructions & Attorney Information Form (HBA/NSP003)
- ___ 12. Copy of Preliminary HUD-1
- ___ 13. Historical Review Approval Letter (MHC to Order)
- ___ 14. Environmental Review Approval Letter (MHC to Order)
- ___ 15. Copy of Recorded Substitution of Trustee's Deed
- ___ 16. Miscellaneous Documents
- ___ 17. Notification of Change Form (HBA/NSP004, if applicable)

POST CLOSING PACKAGE: *Due thirty- (30) days from closing.*

- ___ 1. HBA/NSP Checklist (HBA/NSP 002)
- ___ 2. Copy of the Executed Note
- ___ 3. Copy of the Recorded Deed of Trust with Deed Restriction attached
- ___ 4. Copy of Final Executed HUD-1
- ___ 5. Copy of Recorded Warranty Deed
- ___ 6. Copy of Homeowners Insurance Declarations Page
- ___ 7. Copy of Title Policy
- ___ 8. Copy of Occupancy Statement
- ___ 9. Mortgagees Assurance of Completion
- ___ 10. Copy of the Final inspection

ALL CLOSING DOCUMENTS MUST BE RECEIVED WITHIN 30 DAYS OF CLOSING OR THE LENDER WILL BE CHARGED A PENALTY OF \$50.00 EVERY THIRTY- (30) DAYS AND/OR SUSPENSION FROM ALL MHC PROGRAMS.