



## HOME+PLUS PROGRAM SUMMARY FOR LENDERS

<p><b>HOUSING FINANCE AGENCY / PROGRAM SPONSOR</b></p>	<p>Arizona Industrial Development Authority (AzIDA) <a href="https://arizonaaida.com">https://arizonaaida.com</a></p>
<p><b>DESCRIPTION</b></p>	<ul style="list-style-type: none"> <li>• The <b>HOME+PLUS</b> Home Buyer Down Payment Assistance Program provides first mortgage financing and down payment/closing cost assistance to eligible mortgagors. The down payment/closing cost assistance is in the form of a forgivable second lien loan to the borrower. Please refer to the Program Guidelines, available in the Lender Portal under “Program Documents”.</li> <li>• <b>This Program Summary is a complement to and not a substitute for HOME Plus Program guidelines.</b></li> <li>• FHA, Freddie Mac HFA Advantage, Fannie Mae HFA Preferred, VA and USDA-RD guidelines apply except as modified by this program summary for the purpose of this program only.</li> <li>• AzIDA is QM/ATR exempt.</li> </ul>

<b>AVAILABLE MARKETS</b>	Properties located within the State of Arizona											
<b>ELIGIBLE LENDERS</b>	<p>Lenders must be approved by U.S. Bank and AzIDA to participate in the <b>HOME+PLUS</b> Program. Interested lenders should contact:</p> <p style="text-align: center;"> <b>Dirk Swift</b>  <b>Home Plus Program Administrator</b>  <b>(602) 319-9620</b>  <a href="mailto:Dirk@HomePlusAZ.com">Dirk@HomePlusAZ.com</a> </p>											
<b>MASTER SERVICER &amp; COMPLIANCE AGENT</b>	<b>Master Servicer</b>  U.S. Bank Home Mortgage  HFA Division  17500 Rockside Road  Bedford, OH 44146-2099	<b>Program Administrator/Compliance Agent</b>  Hilltop Securities Inc.  Attn: Housing Advisory Team  1201 Elm Street, Suite 3500  Dallas, TX 75270										
<b>FIRST MORTGAGE PRODUCTS</b>	<p><b>Purchase money loans for primary residences only.</b></p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Product</u></th> <th style="text-align: right;"><u>Amortization Terms</u></th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> <li>• <b>Freddie Mac HFA Advantage*</b> <ul style="list-style-type: none"> <li>○ HFA Advantage Program up to 97% LTV</li> <li>○ CLTV not to exceed 105%</li> </ul> </li> </ul> </td> <td style="text-align: right; vertical-align: top;"><b>30 years</b></td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• <b>Fannie Mae HFA Preferred *</b> <ul style="list-style-type: none"> <li>○ HFA Preferred Program up to 97% LTV</li> <li>○ CLTV not to exceed 105%</li> </ul> </li> </ul> </td> <td style="text-align: right; vertical-align: top;"><b>30 years</b></td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• <b>FHA and VA</b> <ul style="list-style-type: none"> <li>○ Fixed rate Sections 203(b) and 234(c)</li> </ul> </li> </ul> </td> <td style="text-align: right; vertical-align: top;"><b>30 years</b></td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• <b>USDA – RD</b> <ul style="list-style-type: none"> <li>○ Rural Housing Guaranteed Loan</li> </ul> </li> </ul> </td> <td style="text-align: right; vertical-align: top;"><b>30 years</b></td> </tr> </tbody> </table> <p>*The CLTV includes all applicable subordinate liens. Please refer to Freddie Mac HFA Advantage or Fannie Mae HFA Preferred for the Affordable Seconds requirements.</p>		<u>Product</u>	<u>Amortization Terms</u>	<ul style="list-style-type: none"> <li>• <b>Freddie Mac HFA Advantage*</b> <ul style="list-style-type: none"> <li>○ HFA Advantage Program up to 97% LTV</li> <li>○ CLTV not to exceed 105%</li> </ul> </li> </ul>	<b>30 years</b>	<ul style="list-style-type: none"> <li>• <b>Fannie Mae HFA Preferred *</b> <ul style="list-style-type: none"> <li>○ HFA Preferred Program up to 97% LTV</li> <li>○ CLTV not to exceed 105%</li> </ul> </li> </ul>	<b>30 years</b>	<ul style="list-style-type: none"> <li>• <b>FHA and VA</b> <ul style="list-style-type: none"> <li>○ Fixed rate Sections 203(b) and 234(c)</li> </ul> </li> </ul>	<b>30 years</b>	<ul style="list-style-type: none"> <li>• <b>USDA – RD</b> <ul style="list-style-type: none"> <li>○ Rural Housing Guaranteed Loan</li> </ul> </li> </ul>	<b>30 years</b>
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**DOWN PAYMENT  
ASSISTANCE**

<i>Product</i>	<i>DPA Amount</i>	<i>US Military ONLY</i>
<b>Freddie Mac HFA Advantage – forgivable DPA lien</b>	0.00%	
	3.00%	
	4.00%	
	5.00%	
<b>Fannie Mae HFA Preferred – forgivable DPA lien</b>	0.00% **	
	3.00% **	
	4.00% **	5.00%
	5.00% **	
<b>FHA, VA, USDA – forgivable DPA lien</b>	0.00% **	
	2.00% **	
	3.00% **	
	4.00% **	5.00%
	5.00% **	

\*\* Manufactured Housing Allowed – see page 7, “*Qualified Residence Requirements*” for more information

- The DPA assistance under the HOME+PLUS program is a percentage of the total first mortgage balance rounded up / down to the nearest dollar.
- The DPA assistance under the HOME+PLUS program is provided in the form of a soft second mortgage with a three year forgivable term.
  - ◊ Three-year, no interest, no payment, deferred soft second mortgage, forgiven monthly at a rate of 1/36 over the term of the lien. The DPA second mortgage is fully forgiven after the 36th month (3-years). The homeowner can choose to refinance (or sell) their HOME Plus first mortgage at any time, however if a refinance (or sale) occurs in the first 36 months the DPA 2<sup>nd</sup> lien would need to be paid (note amount less the number of forgiven months from closing date).

***The AzIDA does not subordinate to accommodate a refinance or provide exceptions to the DPA repayment terms.***

**DOWN PAYMENT  
ASSISTANCE  
(CONT'D)**

- The DPA may be used to fund up to 100% of the Borrower's cash requirement to close, including the down payment, closing costs, pre-paid items, upfront borrower paid Mortgage Insurance and other related Mortgage Loan fees and expenses. No portion of the assistance funds can be paid to the Borrower unless the Borrower is being reimbursed for an overage of his/her earnest money deposit and any pre-paid expenses, to the extent the minimum Borrower contribution has been satisfied, if any. Principal reduction is allowed.
- Lenders table fund the DPA at closing, on behalf of the AzIDA, and will be reimbursed upon purchase of the HOME+PLUS Mortgage by U.S. Bank.
- The lender must receive a compliance approval from the Compliance Agent, Hilltop Securities Inc., for the loan to be eligible for purchase by the Servicer

**FIRST LOAN  
INTEREST RATES /  
LOAN  
RESERVATIONS**

- Hilltop Securities Inc. will post First Mortgage interest rates by 9:00 a.m. Central daily. Current rates can be found at the following website <https://lenders.housing.az.gov>
- The reservation window will be available from 8:00 a.m. to 6:00 p.m. Mountain Standard Time Monday Through Friday except for holidays
- All loans must be delivered and purchased by U.S. Bank within 60 days of rate lock. A one-time extension is available for a fee applicable to the extension time necessary. The fee will be netted out of the lenders SRP upon purchase

<b>7 days</b>	<i>0.06250%</i>
<b>15 days</b>	<i>0.12500%</i>
<b>22 days</b>	<i>0.18750%</i>
<b>30 days</b>	<i>0.25000%</i>

- Rates can be subject to intra-day pricing changes and will be posted in the Lender Portal as well as email notification to those on the daily rate email distribution list.

## INCOME LIMITS

The income of all **borrowers** expected to both live in the residence and who are credit qualifying/on the Note must be considered. For compliance purposes, the borrower(s) income calculation is based on the respective agency income guidelines for the underlying mortgage (FHA, VA, USDA-RD, Freddie Mac HFA Advantage and Fannie Mae HFA Preferred) and as disclosed on the final, signed and dated URLA. Household income (other than USDA loans) is NOT used to determine **HOME+PLUS** income limit eligibility. To materially under calculate income or willfully omit disclosure of a borrower income violates the spirit of the program. **Lenders will be responsible for ensuring that the income meets program guidelines.**

### HOME PLUS BORROWER INCOME LIMIT CHART BY COUNTY (ARIZONA)

Updated May 1, 2024 (V05012024v1)

County Name	FHA	Fannie Mae HFA Preferred	Freddie Mac HFA Advantage	VA	USDA
Apache County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Cochise County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Coconino County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Gila County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Graham County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Greenlee County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
La Paz County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Maricopa County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Mohave County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Navajo County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Pima County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Pinal County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Santa Cruz County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Yavapai County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609
Yuma County	\$136,609	\$136,609	\$136,609	\$136,609	\$136,609

<b>PURCHASE PRICE LIMITS</b>	<p>➤ <u><a href="#">Follow any Agency / Insurer guidelines for acquisition limits on all loans.</a></u></p> <p>AzIDA does not have a purchase price limit overlay</p>
<b>BORROWER ELIGIBILITY</b>	<ul style="list-style-type: none"> <li>• Borrower does NOT have to be a First-Time Homebuyer for any loan product</li> <li>• Borrower may not exceed the maximum income limits / purchase price limit set by the program/agency for the underlying first mortgage.</li> </ul>
	<p><b>Freddie Mac HFA Advantage</b> – borrower(s) who intends to occupy the property may have one additional financed residential property at the time of closing. (FHLMC Bulletin 2019-7)</p> <ul style="list-style-type: none"> <li>• Non-occupying co-signors or non-occupying co-borrowers are NOT permitted for Freddie Mac.</li> </ul> <p>The borrower(s) MUST be at 80% of AMI or lower to obtain the reduced charter minimum MI premiums. The 80% AMI income limit can vary by the County the subject property is located in. The Lender should always follow the LPA findings.</p>
	<p><b>Fannie Mae HFA Preferred</b> – borrower(s) who intend to occupy the property may have one additional financed residential property at the time of loan closing. (SEL-2019-03)</p> <ul style="list-style-type: none"> <li>• Non-occupying co-signors (or non-occupying co-borrowers) <b>ARE</b> permitted for Fannie Mae HFA Preferred. Follow GSE guidelines for required/allowed documents that the co-signor/co-borrower must sign. The non-occupant co-signor cannot occupy the subject property. <ul style="list-style-type: none"> <li>◇ A non-occupying co-signor’s or non-occupying co-borrower’s income <b>WILL NOT count against the AzIDA \$136,609 income limit</b></li> <li>◇ A non-occupying co-signor’s or non-occupying co-borrower’s income <b>WILL count against the 80% AMI income limit</b> for the county the subject property is located in.</li> </ul> </li> </ul> <p>The borrower(s) MUST be at 80% of AMI or lower to obtain the reduced charter minimum MI premiums. The 80% AMI income limit can vary by the County the subject property is located in. The Lender should always follow the DU findings.</p>
	<p><b>FHA</b> - Non-occupying co-signors (or non-occupying co-borrowes) <b>ARE</b> permitted, Follow Agency / Insurer guidelines for required/allowed documents that the co-signor/co-borrower must sign. The non-occupant co-signor cannot occupy the subject property.</p> <ul style="list-style-type: none"> <li>• Non-occupying co-signor’s income or non-occupying co-borrowers <b>WILL NOT</b> count against the AzIDA \$136,609 income limit.</li> </ul>

## Home Buyer Education

### For all loan products

- At least **ONE** borrower on each loan **MUST** complete a homebuyer education course **BEFORE** closing. Completing the course post-closing will result in a non-saleable transaction.
- The education requirement may be met by taking a **HOME+PLUS** approved pre-purchase online course or face-to-face counseling. All approved HBE options can be found on the **HOME+PLUS** Home Buyer Down Payment Assistance Program website.

## Qualified Residence Requirements

### New or existing single-family homes

#### Freddie Mac HFA Advantage and Fannie Mae HFA Preferred Loans

- SFR, condominiums, town homes, and PUDs.
- 2 Unit (Duplex) One unit must be occupied by the eligible borrower as their principal residence – allowed on Fannie Mae HFA Preferred only

#### Manufactured housing – Fannie Mae HFA Preferred ONLY

- No manual underwrites
- Maximum LTV - **95%**
- Maximum DTI - **45%**
- Minimum FICO – **660**
- No singlewide manufactured homes allowed

### Government Loans

- SFR, condominiums, town homes, and PUDs.
- 2 Unit (Duplex) One unit must be occupied by the eligible borrower as their principal residence.
- Manufactured housing
  - ◇ No manual underwrites
  - ◇ Maximum DTI - 45%
  - ◇ Minimum FICO – 660
  - ◇ No singlewide manufactured homes allowed

### Properties **not allowed** in any loan product:

- Co-ops
- Manufactured housing (Freddie Mac HFA Advantage, VA, USDA)
- **3-4 unit properties**
- Vacation Homes / Second Homes
- Mobile/recreational

<b>CONDOMINIUMS</b>	<p>U.S. Bank may have additional overlays.</p> <ul style="list-style-type: none"> <li>• Please check with U.S. Bank or in the AzIDA HOME Plus Program Guidelines.</li> </ul>
<b>INTERESTED PARTY CONTRIBUTIONS</b>	<p>Determined by the respective agency / insurer guidelines for the underlying First Mortgage Program selected.</p>
<b>APPRAISAL</b>	<p>A full interior/exterior appraisal is required and must comply with First Mortgage program appraisal guidelines.</p>

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**Conventional Loans**

LTV	Min. FICO	Max. DTI	AUS
95.01% to 97.00%	640	50%	DU, LPA, NO Manual UW
95.00% and below	640	50%	DU, LPA

**Fannie Mae HFA Preferred Loans** – must have a DU finding of approve/eligible and meet Agency Guidelines, USB overlays and HOME Plus Program Guidelines.

**Freddie Mac Fannie HFA Advantage Loans** – must have a LPA finding of accept and meet Agency Guidelines, USB overlays and HOME Plus Program Guidelines.

**Manual Underwriting:** Loans may be manually underwritten at the lender’s discretion. The lender must follow all Agency guidelines and ensure a deliverable/insurable loan. **US Bank will require a minimum of 2 months of PITIA reserves and maximum 95% LTV.** If the Agency guidelines have a more restrictive DTI or reserve requirement than US Bank’s overlay then the more restrictive guidelines apply. No manual underwrites for manufactured homes.

**Government Loans** – follow first lien agency guidelines for LTV.

Product	Min. FICO	Max. DTI	AUS
FHA, VA, USDA	640	45%	GUS, DU, LPA, Manual UW
FHA, VA, USDA	680	50%	GUS, DU, LPA

**Manual Underwriting:** Loans may be manually underwritten at the lender’s discretion. The lender must follow all GSE guidelines and ensure a deliverable/insurable loan. **US Bank will require a minimum of 2 months of PITIA reserves.** If the Insurer guidelines have a more restrictive DTI or reserve requirement than US Bank’s overlay then the more restrictive guidelines apply. No manual underwrites for manufactured homes.

**ALLOWABLE  
LENDER  
COMPENSATION  
& PROGRAM FEES**

In addition to the standard fees allowed by each Agency and normally charged to the borrower (i.e. Appraisal Fee, Credit Report Fee, Flood Certification, Freight, Underwriting, Document Preparation, etc.), the following origination fee may also be included as shown in the chart below. Discount points are NOT allowed.

Type	Amount	Service Provider
<b>Lender SRP – Conventional</b>	2.50%	Lender
	1.50%	
<b>Lender SRP – FHA, VA and USDA-RD</b>	2.50%	Lender
	1.50%	
<b>Origination Fee</b>	As set by each lender and allowed by Agency Guidelines	Lender
<b>Funding Fee</b>	\$400.00	Lender Fee to USB
<b>Tax Service Fee</b>	\$84.00	Lender Fee to USB
<b>DPA Compliance Fee</b>	\$225.00	Hilltop Securities Inc.

The US Bank funding fee and tax service fee is a secondary market fee. The master servicer fees are netted from the Lenders Proceeds upon purchase of the mortgage by the master servicer. Since this is a secondary market transaction, these fees should NOT be made payable to US Bank on the LE/CD. The Lender can charge these fees as their own and disclose these fees as their own in order to offset the charge upon purchase.

Please list fees on LE/CD according to the U.S. Bank Bulletin L-2017-011, dated March 17, 2017. Fees should NOT be made payable to U.S. Bank.

- Hilltop Securities (ACH) Payment Program (HilltopPay) is a secure method to process compliance fee payments easily, efficiently and at no cost to our participating Lender Partners by identify fees due and providing instant access to authorize payments. Benefits to the lender from HilltopPay are;
  - ◇ Eliminates costly wire payment processing fees
  - ◇ Eliminates duplicate payments resulting in refunds
  - ◇ Speeds up approval of loan compliance files
  - ◇ Provides accurate account identification
  - ◇ Uses same Lender Portal (Lender Online) user credentials

**For more information on HilltopPay please email [homeplushelp@hilltopsecurities.com](mailto:homeplushelp@hilltopsecurities.com)**

<b>MORTGAGE INSURERS (MI)</b>	<p>The following MI Companies are approved: Arch, Essent, Genworth, MGIC, National, and Radian.</p> <p>Mortgage Insurers (MI) rates, pricing, and guidelines may differ among the participating Mortgage Insurers and are subject to change. Lenders should consult the current Housing Finance Agency MI guidelines at each MI company to determine the terms and conditions by which such loans will be insured. <b>These Program Guidelines do not supersede, nor are they a substitute for, the guidelines in place with each Mortgage Insurer at the time the loan is underwritten.</b></p>										
<b>MI ACTIVATION</b>	<p>Lender is responsible for activating any MI policy and remitting any MI payments due to the Mortgage Insurer prior to the sale of the loan to US Bank. The Lender is also responsible for transferring the MI policy to US Bank after the loan sale.</p>										
<b>MORTGAGE INSURANCE / COVERAGE AMOUNT</b>	<p><b>Freddie Mac HFA Advantage – under 80% AMI and Fannie Mae HFA Preferred – under 80% AMI:</b></p> <table border="1" data-bbox="570 842 1312 1209"> <thead> <tr> <th>LTV Range</th> <th>MI Charter Minimum Coverage Amount</th> </tr> </thead> <tbody> <tr> <td>&gt;95.01% and &lt;= 97%</td> <td>18%</td> </tr> <tr> <td>&gt;90.01% and &lt;= 95%</td> <td>16%</td> </tr> <tr> <td>&gt;85.01% and &lt;= 90%</td> <td>12%</td> </tr> <tr> <td>&gt;80.01% and &lt;= 85%</td> <td>6%</td> </tr> </tbody> </table> <p><b>Payment Options All LTV's:</b></p> <ul style="list-style-type: none"> <li>• Borrower Paid – monthly with annual renewal</li> <li>• Upfront borrower paid Premium</li> <li>• Split Premium</li> <li>• Seller Paid mortgage insurance is acceptable</li> </ul> <p><b>Borrowers who's income is over 80% AMI is ARE NOT eligible for reduced MI coverage and standard MI coverage applies.</b></p>	LTV Range	MI Charter Minimum Coverage Amount	>95.01% and <= 97%	18%	>90.01% and <= 95%	16%	>85.01% and <= 90%	12%	>80.01% and <= 85%	6%
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>85.01% and <= 90%	12%										
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<b>MERS ASSIGNMENTS</b>	<p>Lender will be required to register and assign the First Mortgages using MERS to U.S. Bank.</p>										
<b>LOAN FUNDING &amp; CLOSING</b>	<p>Lenders must fund the First Mortgage Loans at loan closing. In addition, Lenders fund the DPA assistance at closing, on behalf of AzIDA, and will be reimbursed upon purchase of the qualified loan by US Bank.</p>										

**LOAN PURCHASE  
AND SERVICING**

U.S. Bank will purchase the first mortgage loan at a rate and price reflected on the Mortgage Commitment confirmation, less any fees, plus the applicable Service Release Premium.

All loans will be sold to U.S. Bank and should be submitted electronically

Loan Files	Collateral Packages
<p><b>Must be submitted via U.S. Bank's DocVelocity for compliance review.</b> <b><u>No paper files will be accepted.</u></b></p>	<p>U.S Bank ATTN: CIC HFA Final Docs EP-MN-X3CI 9380 Excelsior Blvd. 3<sup>rd</sup> Floor Hopkins, MN 55343</p>

**NOTES:**

- *It is recommended to submit closed credit files to U.S. Bank no later than the 35th day from reservation. Extension fees may be incurred if not purchased by day 60 (sixty).*
- *The first mortgage loan will not be purchased by US Bank until the Post-Closing documents have been uploaded, reviewed and cleared by Hilltop Securities.*

# QUICK GUIDE

## FOR RESERVATION TO PURCHASE PROCESS

Lenders must fund the First Mortgage Loans and DPA forgivable 2<sup>nd</sup> lien at loan closing. All loans will be reserved (locked) and all required program documents are found in the “pdf docs” icon and will be uploaded into the:

**AzIDA HOME+PLUS Lender Portal at**

<https://lenders.housing.az.gov>

### PROCESS

#### 1. Reserve (Lock) Loan

- After loan application, executed contract and eligibility has been determined

#### 2. Upload Completed and Signed Underwriter Certification Form (found in portal)

- NO DEADLINE
- Closing documents will become available after submission of form

#### 3. Close and Fund Loan and DPA

- Closing Agent or Lender to wire \$225 compliance review fee payable to Hilltop Securities. Please reference borrower and/or our loan reservation number. Wire instructions found on closing package checklist.

#### 4. Upload/Submit Post-Closing Documentation

- a) Post-Closing Checklist
- b) Executed Mortgage Certificate
- c) Executed Final 1003
- d) Executed Legally Enforceable Obligation (2<sup>nd</sup> Lien Assistance Letter)
- e) Executed Final TRID Compliant Closing Disclosure
- f) Executed Purchase Contract
- g) Executed 2<sup>nd</sup> Lien Deed of Trust
- h) Executed 2<sup>nd</sup> Lien Promissory Note
- i) Executed 2<sup>nd</sup> Lien TIL Disclosure Statement
- j) Executed Homebuyer Education Certificate
- k) Other (for those qualifying for Military Increased Assistance)
  - l. Veterans – copy of form DD214

#### 5. Check the Lender Portal 24-48 Hours After Submission

- Click the “view” icon for approval/conditions.

## END OF PROGRAM SUMMARY DOCUMENT