



CITY OF ELK GROVE DOWNPAYMENT ASSISTANCE PROGRAM APPLICATION CHECKLIST

Applicant(s) _____
 Address _____
 Home _____
 Work _____
 Mobile _____
 E-Mail _____

Lender _____
 Phone _____
 Fax _____
 E-Mail _____

Buyer's Agent _____
 Phone _____
 Fax _____
 E-Mail _____

PROPERTY
Address _____
APN No. _____

APPLICATION AND INCOME QUALIFICATION

- _____ Completed City of Elk Grove program application
- _____ Executed release of information from all adults
- _____ Homebuyer education certificate of completion
- _____ Most recent three months (90 days) of pay stubs
- _____ Most recent 3 years federal income tax returns for all adults with W2s
- _____ Most recent three months (90 days) banking and investment for all adults, All accounts
- _____ Most recent investment or brokerage account statements for all adults, All accounts
- _____ Last 12 months quarterly P&L for business or self-employment income, if applicable

SENIOR LENDER AND UNDERWRITING

- | | |
|--|--|
| <ul style="list-style-type: none"> _____ Sales contract _____ Credit report _____ Lender loan application and underwriting (FNMA 1003 and 1008) _____ Good faith estimate _____ Lender commitment letter _____ Truth-in-lending disclosures _____ Verification of employment (FNMA 1005) _____ Verification of deposit (FNMA 1006) _____ Verification of rental _____ Loan rate lock _____ Estimated settlement statement | <ul style="list-style-type: none"> _____ Preliminary tile report _____ Lender appraisal _____ Pest inspection report (Section I clearance) _____ Lead hazard assessment (pre-1978) _____ Home inspection report (if done) _____ Seller vacancy certification _____ CITY NEPA environmental clearance _____ CITY Flood insurance applicability _____ CITY Assessor's data and map (GIS) _____ CITY Property location map _____ CITY City appraisal _____ CITY City inspection |
|--|--|

ESCROW AND LOAN

- | | |
|---|---|
| <ul style="list-style-type: none"> CITY Lender instructions CITY Promissory Note CITY Loan Agreement CITY Deed of Trust CITY Agreement to provide insurance CITY Privacy notice CITY Truth in lending statement CITY Wire request | <ul style="list-style-type: none"> _____ Wire instructions _____ HUD-1 settlement statement |
|---|---|