



## DCHFA MCC Loan Submission Checklist

**Borrower:** \_\_\_\_\_

**Lender:** \_\_\_\_\_ **Est. Closing:** \_\_\_\_\_

**Lender Contact:** \_\_\_\_\_

- Underwriter Approval – no Manual U/W
  - 1008
- Final Automated Underwriting Findings
  - DU or LP
- Final 1003 Application
- Household Income Documents (all adult household members – borrowers/non-borrowers)
  - 30 days’ paystubs
  - 2 years W2s

**OR**

  - FT Student Enrollment
  - Most recent year IRS Wage and Earnings Transcript
- 3 years tax returns to verify borrower(s) 1<sup>st</sup> time homebuyers
- Ratified Sales Contract
- Loan Estimate
- DCHFA MCC Applicant Disclosure
- DCHFA MCC Program Disclaimer
- Notice to Borrower Regarding Potential Recapture
- Title Company Contact Info (Name, email, phone #)

10-08-2020 Rev.