



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) 1st 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.