

**Tarrant County Housing Finance Corporation 2009 Bond Program
COMPLIANCE FILE CHECKLIST
REV 1-31-10**

MORTGAGOR NAME	
LENDER NAME	
CONTACT NAME	
AC & Phone	AC & Fax
E-MAIL ADDRESS OF CONTACT PERSON	

THE FOLLOWING ITEMS MUST BE SUBMITTED IN A LEGAL SIZED FILE FOLDER. DOCUMENTS. MUST BE ACCO-BOUND TO THE RIGHT SIDE OF THE FILE FOLDER IN THE ORDER BELOW.

- _____ THIS CHECKLIST
- _____ COPY of REAL ESTATE PURCHASE CONTRACT
- _____ COPY of FINAL EXECUTED LOAN APPLICATION - 1003
- _____ COPIES of SIGNED INCOME TAX RETURNS FOR PAST 3 YRS
(Borrowers & Spouses)
- _____ ORIGINAL EXECUTED SIGNED Notice to Buyers
- _____ ORIGINAL EXECUTED SIGNED Affidavit -Mortgagor & Seller/Builder Affidavit
&Lender Certificate (Mortgagor and Seller/Builder Affidavits must be Notarized)
- _____ If a Veteran utilizing the Veterans Exception, a COPY of discharge/release papers.
- _____ COPY of EXECUTED SETTLEMENT STATEMENT - HUD1
- _____ COPY OF WARRANTY DEED

Compliance Review Fee of \$225 will be netted by U S Bank at loan purchase.

THE COMPLETE COMPLIANCE FILE IS SUBMITTED TO U S Bank as part of the Mortgage File.