



Checklist

This checklist includes a summary of the forms and documents required to review your application. We may request additional documentation during our review.

IMPORTANT

To avoid delays, please ensure everything you provide is complete, legible and accurate. Submit your application and required documents via fax, mail or email to:

Email DCMAP@housingetc.org

Fax 202-667-2135

Mail Housing Counseling Services, Inc.
Attn: DC MAP
2410 17th Street, NW
Adams Alley, Suite 100
Washington DC 20009

Phone 202-667-7006

QUESTIONS ABOUT COLLECTING YOUR DOCUMENTS AND COMPLETING THE FORMS?

Call 1-833-429-0537 or email: DCMAP@dchfa.org

REQUIRED DOCUMENTS to be submitted:

Print, complete, sign and date forms from the website:

- Request for Mortgage Assistance Application
- Authorization for credit report
- Loan Disclosure

Borrower documentation:

- District of Columbia Gov't Issued Identification Card
- Your two most recent pay stubs reflecting year-to-date earnings
- Most Recent Mortgage Statement
- Copy of 1st Trust Mortgage Note
- Copy of Deed
- Copy of mortgage forbearance denial letter from your loan servicer or mortgage lender

Information you should know:

- All owners listed on the deed will be required to sign a Deed of Trust to secure the loan
- HCS will obtain your credit report to verify satisfactory mortgage payment history (no more than 1X30 days late during 2018)
- Only one eligible applicant on the Note needs to apply for this loan – only one loan per household