DCHFA DC Open Doors Loan Submission Checklist

☐ Underwriter Approval – no Manual U/W
  o FHA 9200 Approval
  o Conventional 1008

☐ Final Automated Underwriting Findings
  o FHA – DU or LP
  o Conventional – DU or LP

☐ Final 1003 Application

☐ Credit Report
  o Must match AUS

☐ Income Documents per AUS Findings

☐ Ratified Sales Contract

☐ Homebuyer Education Certificate
  o Required on Conventional if all Borrowers are First-Time Homebuyers
  o Must meet standards defined by the National Industry Standards for Homeownership Education

☐ Loan Estimate

☐ MCC Option Form

☐ Down Payment Disclosure, if applicable

☐ Title Company Contact Info

☐ Title Company Wiring Instructions, if receiving DPA