

MARYLAND MORTGAGE PROGRAM
POST-PURCHASE FINAL DOCUMENTS CHECKLIST

PLEASE PRINT LEGIBLY OR TYPE - ALL APPLICABLE BLANKS MUST BE COMPLETED

Submit to:

CDA/Single Family Housing
Final Documents
100 Community Place, Room 4.300
Crownsville, MD 21032

Indicate Program(s) by inserting an "X" in the applicable block(s) below:

- CDA - Maryland Mortgage Program (WH6)
DHCD - 2nd Mortgage (Anchors of Hope, for example)
DHCD - DSELP/Partner Match Program (XTT)
DHCD - 3rd Mortgage

Borrowers: Last Name First Name M.I.
Last Name First Name M.I.

Project Name (if applicable):

Property Address:

County:

CDA Loan No: Lender Loan No.:

MMP MERS MIN#:

MMP DOT: LIBOR FOLIO #:

DHCD Loan No:

DHCD 2nd DOT: LIBOR FOLIO #:

DHCD Loan No:

DHCD 3rd DOT: LIBOR FOLIO #:

DHCD Loan No: XTT -

DSELP DOT: LIBOR FOLIO #:

Lender Name 1:
Address of Lender:

Federal Express | UPS No.: (must be completed)
(circle one)

Lender Contact:
Direct Phone #: ( ) - , Ext 2.: Fax: ( ) -
E-mail address: (must be completed)

1 This is the person we should call if we have a question relating to a document in this submission
2 Include extension if phone number not direct line

**PLEASE NOTE: Final Documents are not to be submitted to SFH until after the lender receives a purchase advice indicating the loan has been purchased. ALL Final Documents MUST be submitted, by the lender, in the initial final document submission – final documents will not be accepted piecemeal. If the initial final document submission does not include all of the final documents, it will be returned to the lender, by Federal Express, at the lender’s expense.**

**PLEASE DO NOT STAPLE OR PUNCH HOLES IN DOCUMENTS**

<b><u>DSELP/PARTNER MATCH PROGRAM</u> DOCUMENTS, IF APPLICABLE, TO BE FASTENED TO THE <u>LEFT- HAND SIDE</u></b>		Lender to Check		<b><u>FOR CDA/SFH USE ONLY</u></b>
		OK In file	N/A	
1.	DSELP Deed of Trust			
2.	Exhibit A (property description)			

<b><u>DHCD 2<sup>nd</sup> or 3<sup>rd</sup> MORTGAGE</u> DOCUMENTS, IF APPLICABLE, TO BE FASTENED TOGETHER IN THE <u>MIDDLE OF THE FILE</u></b>		Lender to Check		<b><u>FOR CDA/SFH USE ONLY</u></b>
		OK In file	N/A	
	Deed of Trust			
	Exhibit A (property description)			

<b><u>MMP</u> DOCUMENTS TO BE FASTENED TO THE <u>RIGHT- HAND SIDE</u></b>		Lender to Check		<b><u>FOR CDA/SFH USE ONLY</u></b>
		OK In file	N/A	
1.	Attachment M Checklist			
2.	Mortgage Insurance Certificate			
3.	Deed of Trust			
4.	CDA Tax-Exempt Financing Rider			
5.	Exhibit A (property description)			
6.	Title Policy			
7.	Condominium Rider			
8.	PUD Rider			

-----**DO NOT WRITE BELOW--CDA/SFH USE ONLY**-----

Initial Submission Date: \_\_\_\_\_ Purchase Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Rejected: \_\_\_\_\_ Date: \_\_\_\_\_

Final Documents returned because: \_\_\_\_\_

Date: \_\_\_\_\_ By: \_\_\_\_\_

Additional Notes:

---



---



---



---



---



---



---



---