



## REQUEST FOR THF LOAN APPROVAL

**Please email: Submissions@thehousingfund.org**

- FHA Transmittal Summary
- Loan Estimate
- Income verification documents (VOE, most recent paystubs)
- Property appraisal
- Sales contract
- Residential Loan Application (1003)
- Most recent bank statements, checking and saving
- Most recent tax return
- Homebuyer Education Certificate
- DPA Application

*If necessary, call 780-7000 for assistance filling out this form.*

**Applicant Name:** \_\_\_\_\_ **Social Security #:** \_\_\_\_\_

**Co-Applicant Name:** \_\_\_\_\_ **Social Security #:** \_\_\_\_\_

**Property Address – REQUIRED:** \_\_\_\_\_  
*street city state/zip*

**Type of Conforming 1<sup>st</sup> Mortgage Loan:**  FHA  THDA  Conventional  Other \_\_\_\_\_

**Loan Length:** \_\_\_\_\_ years **Rate:** \_\_\_\_\_%;  Fixed  ARM: adjusts: \_\_\_\_\_%/\_\_\_\_\_ index: \_\_\_\_\_ cap: \_\_\_\_\_%

**Tier (If Known) - % Median Income** (Choose One)

- Tier 1 (>80%)  Tier 2 (80-100%)  Tier 3 (100-120%)

**Closing Scheduled: Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Closing Attorney-Required:** \_\_\_\_\_ **Attorney Contact:** \_\_\_\_\_

**Attorney Phone-Required:** \_\_\_\_\_ **Email – Required:** \_\_\_\_\_

THF recognizes that the below numbers are good faith estimates that will be finalized after receipt of settlement statement from the closing attorney.

**NEEDED FROM THF:**

\$ \_\_\_\_\_ May only include closing costs, prepaids, and downpayment.  
*No other debt may be borrowed from THF.*

I acknowledge that closing of this loan is contingent upon THF's satisfactory underwriting analysis in accordance with its underwriting guidelines, online at [www.thehousingfund.org](http://www.thehousingfund.org).

I have completed all blanks and the information is correct to the best of my knowledge at this time.

\_\_\_\_\_ signature (approved lender personnel) \_\_\_\_\_ print name & financial institution

\_\_\_\_\_ date \_\_\_\_\_ phone number \_\_\_\_\_ email \_\_\_\_\_