

**PRE-CLOSING CHECKLIST**

**LENDER INFORMATION—SECTION I**

RESERVATION #

LENDER	<input type="text"/>	
LENDER'S NAME	<input type="text"/>	PHONE: <input type="text"/>
	EMAIL: <input type="text"/>	

**BORROWER INFORMATION—SECTION II**

BORROWER	<input type="text"/>	PHONE: <input type="text"/>
	EMAIL: <input type="text"/>	
CO-BORROWER	<input type="text"/>	PHONE: <input type="text"/>
	EMAIL: <input type="text"/>	

**PRE-CLOSING CHECKLIST**

Please upload the following items, along with this check list, into MITAS to ADFA for review/approval prior to setting a closing date:

- Pre-Closing Checklist
- AUS Findings (DU, LPA, GUS: Approve/Eligible OR Accept
- Copy of Typed Final Loan Application
- Recent VOE
- 2 Paystubs within the last 30 days
- 2 years taxes and YTD P&L (SELF -EMPLOYED ONLY)
- DD-214 or COE (FOR VETERANS ONLY) if required for exception of FTHB requirement
- Appraisal
- Copy of Real Estate Contract
- Most Recent One-Year Federal Tax Returns with all schedules and W-2's for note holder and spouse (NON-TARGETED COUNTIES ONLY)
- Tri-Merge Credit Report (NON-TARGETED COUNTIES ONLY)
- Exhibit A—Executed Notice to Borrower(s) of Potential Recapture Tax
- Exhibit B—Executed Application for Conditional Commitment, Certification & Affidavit
- Exhibit C—Executed Disclosure
- Exhibit I—Executed Non-Borrower Occupant Income Affidavit, If applicable
- Exhibit K—Mobile Homes only

**\*\*\*ADFA Must Receive a completed Commitment Package within 5-days of Reservation Date\*\*\***

