



Impact Development Fund
 200 E. 7th Street, Suite 412
 Loveland, CO 80537
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 info@impactdf.org

Colorado Roots Down Payment Assistance Loan File Checklist

Please fax or email the following documents to our office for review/underwriting at least three (3) weeks before closing.

*****IF LOAN AMOUNT CHANGES OR RATE CHANGES YOU MUST SUBMIT NEW LOAN ESTIMATE & 1003.**

IF CLOSING DATE CHANGES WE MUST BE NOTIFIED BY LENDER AS SOON AS POSSIBLE.

- _____ Completed typed 1003
- _____ Initial Loan Estimate Disclosure for Subject Property
- _____ Bank Pre-qualification Letter or Lender Loan Approval or AUS Findings
- _____ Income Verification (**Last 2 years federal tax return, plus W-2's, plus 2 months pay stubs**)
- _____ Written Verifications of Employment
- _____ Last 6 months of all checking accounts. Last 2 months bank statements savings and all other accounts.
- _____ Purchase Contract with all amendments
- _____ Copy of Appraisal
- _____ HQS Inspections (if existing property) or CO (if new construction)
- _____ Home Ownership Training Certificate (HUD Certified)
- _____ Signed E-Consent and Borrower's Authorization (attached)
- _____ Statement of Household Income and Assets for **all** household members (form attached)
- _____ Copy of Buyer's Property Inspection Report and Completed HQS form (HQS form attached)
- _____ Verifications of Rent
- _____ Copy of Photo ID's for borrowers & Proof of household size

(Birth certificate for minors)

Primary Borrower: _____ Co-Borrower: _____

Closing Date: _____ Location: _____

Title Company: _____ Contact: _____

Phone: _____ Email: _____

Hazard Insurance Agent: _____

(Please provide name of insurance quote and replacement cost estimate if provided)

Phone: _____ Email: _____

HOA Insurance Agent: _____

(Please provide name of insurance agency providing blanket coverage for HOA/Condo projects)

Phone: _____ Email: _____

Lender: _____ Originator: _____

Phone: _____ Email: _____

Mortgage Broker State License Number: _____