



Lafayette Community Development Fund
**First Time Homebuyer
 Down Payment Assistance
 Mortgage Loan Program**

DOCUMENT CHECKLIST

SUBMITTED	SUBMISSION/APPROVAL DOCUMENTS*
	<ul style="list-style-type: none"> • LCDF Document Checklist (this form) • LCDF Application
	<ul style="list-style-type: none"> • <i>Legible</i> copy of Driver's License & SS Card
	<ul style="list-style-type: none"> • Residential Loan Application (1003)
	<ul style="list-style-type: none"> • Purchase Contract
	<ul style="list-style-type: none"> • Credit Reports
	<ul style="list-style-type: none"> • UW Findings – Approve/Eligible (DU/LP/AUS/GUS). TBD will not be reviewed. Findings must reflect correct income, assets, taxes, present housing payment, etc. Include all supporting documentation for any omissions & modifications.
	<ul style="list-style-type: none"> • Transmittal Summary (1008)
	<ul style="list-style-type: none"> • Most Recent Paystubs (minimum of 3 pay periods)
	<ul style="list-style-type: none"> • Income calculation worksheet
	<ul style="list-style-type: none"> • Verifications of Employment
	<ul style="list-style-type: none"> • Most Recent 2 Years Tax Returns (signed, all Schedules)
	<ul style="list-style-type: none"> • Most Recent 2 Years W-2s, 1099s
	<ul style="list-style-type: none"> • Most recent 3 months bank statements (all accounts)
	<ul style="list-style-type: none"> • Additional applicable docs: NPS credit report, NPS income docs, SSA award letters, 6 months proof receipt of SSI/child support, additional bank statements, VOR, divorce decree, etc.
	CLEAR TO CLOSE DOCUMENTS**
	<ul style="list-style-type: none"> • Appraisal
	<ul style="list-style-type: none"> • Flood Certificate
	<ul style="list-style-type: none"> • Homeowner's Insurance Mortgagee Clause: Bill To: NO LCDF, ISAOA Escrow: NO P.O. BOX 3205 LAFAYETTE, LA 70502
	<ul style="list-style-type: none"> • Any additional conditions (sent with approval)
	<ul style="list-style-type: none"> • Final UW Findings (DU/LP/AUS/GUS) & 1003
	<ul style="list-style-type: none"> • Final draft of CD (24-48 hours prior to closing)

****SUBMIT AT LEAST 5 DAYS BEFORE CLOSING**