

MCC PROGRAM

Issued by

CRHMFA Homebuyers Fund (CHF)
California

SEND APPLICATIONS TO:

Program Administrator

National Homebuyers Fund, Inc.
1215 K Street, Suite 1650
Sacramento, CA 95814
Phone: 866-643-4968 Fax: 916-444-3551
Email: admin@nhfloan.org

MCC ID#: _____

APPLICANT NAME: _____

SOCIAL SECURITY NO: _____

SHADED AREA FOR PROGRAM ADMINISTRATOR USE ONLY

MCC-007 CLOSING PACKAGE CHECKLIST

Applicant Name:		Total Loan Amount:	\$
Lender Name:		Contact Name:	
Phone Number:		Fax Number:	
Email Address:			

PLEASE SEND ONLY THE ITEMS LISTED BELOW:

1. **MCC-004 Seller Affidavit** (Copy) - Must be included in Closing Package, if it was not already sent to Program Administrator in the Application Package
 Signed/Dated by Seller
2. **MCC-008 Borrower's Closing Affidavit** (Copy)
 Signed/Dated by Applicant(s) – executed by anyone who executes the Deed of Trust
3. **MCC-009 Lender's Closing Certificate** (Copy)
 Signed/Dated by Lender
4. **MCC-010 Recapture Tax Notice** (Copy)
 Loan info and date of Closing **Completed** by Lender
 Signed/Dated by Applicant(s) – executed by anyone who executes the Deed of Trust
5. **Mortgage Note** (Copy)
6. **MCC Application Fee** - Must be corporate or cashier's check; made payable to National Homebuyers Fund, Inc.
7. **HUD-1 Statement** (Certified Copy)

After loan closing and receipt of all items on this checklist, the MCC will be issued to the borrower via mail and a copy will be emailed to the lender. The borrower will also receive a copy of the IRS Form 8396 to be filed with their federal income tax returns.

The MCC Closing Package will not be processed, nor will a Mortgage Credit Certificate be issued to the Applicant until all the items above are received by the Program Administrator.