

Program Sub-Recipient

Golden State Finance Authority (GSFA)

1215 K Street, Suite 1650

Sacramento, CA 95814

Phone: (855) 740-8422 Fax: (916) 444-3551

Email: info@gsfahome.org

Reservation #: _____

Applicant Name: _____

SHADED AREA FOR PROGRAM SUB-RECIPIENT USE ONLY

DR-HBA012-Checklist Final Compliance

Applicant Name:		HBA Amount:	\$
Lender Name:		Contact Name:	
Phone Number:		Fax Number:	
Email:			

This Compliance Package contains:

1. ☐ **Reservation Confirmation and Letter**
2. ☐ **Final Closing Disclosure for the 1st**
☐ **Confirm HBA Amount**
- ☐ **Final Closing Disclosure for the 2nd (if origination fee on 2nd is 1%)**
☐ **Confirm Origination Fee is 1%**
3. ☐ **Estimated Settlement Statement**
4. ☐ **Final AUS Findings**
☐ **Ratio: _____ (42-45%)**
5. ☐ **1st and 2nd Deed of Trust and Note**
6. ☐ **Final 1003**
7. ☐ **Final 1008**
8. ☐ **Escrow Instructions 1st page only (or 1st page of Preliminary Report)**
☐ **Should have identifier to match to Reservation Confirmation (i.e. property address)**
9. ☐ **Wire Instructions**
☐ **Should have identifier to match to Escrow Instructions**
10. ☐ **Homebuyer Education/Counseling Completion Certificate**
11. ☐ **DR-HBA013-Annual Compliance Monitoring Notice**
12. ☐ **Complete QAQC (HCD) - Completed by GSFA**
13. ☐ **Finalize Duplicate of Benefits (DOB) – Completed by GSFA**
☐ **Worksheet**

The Final Compliance Package will not be processed, nor will a Commitment for Final Compliance be issued (funds wired), until all the items above are received, complete and correct, by the Program Sub-Recipient.