



Downpayment Assistance Checklist and Application

BORROWER(S): _____

Property Address: _____

Anticipated Closing Date: _____

1.	Downpayment Assistance Application and Checklist
2.	Original Signed 1003
3.	Updated 1003
4.	Child Support Documents
5.	Original Loan Estimate
6.	Updated Loan Estimate
7.	Real Estate Contract
8.	Credit Report
9.	Verification of income: i.e. verification of employment, social security award letter, etc.
10.	Most recent Tax Return
11.	Six Months Checking Statements
12.	One moth Savings Statements
13.	Retirement Statement
14.	Homebuyer Education Certificate
15.	Title Report
16.	Appraisal
17.	Letters of Explanation

Lender Information:

Name: _____

Phone Number: _____

Email Address: _____



Downpayment Assistance Application

- Downpayment \$ _____
- POP Program \$ _____
- New Construction \$ _____
- Other \$ _____

Originating Financial Institution: _____

Contact Person: _____

Telephone Number: _____

Email Address: _____

Name of Homebuyer: _____

Address of Property: _____

City and Zip Code: _____

Income level (circle one): 50% 80% 120%

INCOME GUIDELINES AS OF April, 2019

Income Limits by Family Size (# People)	1	2	3	4	5	6
Under 50% AMI (very low income)	\$ 23,450	\$ 26,800	\$ 30,150	\$ 33,450	\$ 36,150	\$ 38,850
Under 80% AMI (low income)	\$ 37,450	\$ 42,800	\$ 48,240	\$ 53,520	\$ 57,840	\$ 62,160
Under 120% AMI (moderate Income)	\$ 56,280	\$ 64,320	\$ 72,360	\$ 80,280	\$ 86,760	\$ 93,240

***Income guidelines are published by HUD and the State of Florida annually and are subject to change without prior notice.**

The Downpayment Assistance Program requires a homebuyer contribution based on income. Select applicable amount below



Income

Contribution

- 0 – 50% \$500
- 51 -80% \$1,250
- 81 – 120% \$1,1500

List all household member information below:

Other Household Members					
Name(s)	SS Number	Date of Birth/Age	Relationship to Applicant	Full Time Student?	Employed?
					() Y () N
					() Y () N
					() Y () N
					() Y () N
					() Y () N
					() Y () N

Underwriting Information

- Purchase Price \$ _____
- First Mortgage \$ _____
- Appraisal Amount \$ _____
- Homebuyer Contribution \$ _____
- First Mortgage \$ _____
- Taxes \$ _____
- Insurance \$ _____
- Mortgage Insurance \$ _____
- Flood Insurance \$ _____
- Association or CDD Fees \$ _____
- Other (describe) _____ \$ _____



Loan Type

- Portfolio
- FHA
- Conventional
- VA

Title Company Information:

Name: _____

Phone Number: _____

Physical Address: _____

Email Address: _____

Seller's Realtor: _____
Name Company Phone

Buyer's Realtor: _____
Name Company Phone