

Program Sub-Recipient

Golden State Finance Authority (GSFA)

1215 K Street, Suite 1650

Sacramento, CA 95814

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Email: info@gsfahome.org

DR-HBA001-Checklist Prequalification

Applicant Name:	_____
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Lender Name:	_____	Contact Name:	_____
Phone Number:	_____	Fax Number:	_____
Email:	_____		

This Compliance Package contains:

1. **DR-HBA002-Application and Affidavit**
2. **Applicant(s) Identification Documentation (Government Issued Photo ID)**
3. **Verification of MID County:**
 2017 2018 2020
 (2) Forms for Proof of Residency (i.e. Tax Return for Impacted Year(s), Mortgage Statement, Utility Bill, Lease Agreement)
4. **County of Purchase: _____ Income Limit for County of Purchase: _____**
 Household Income Calculation: _____
 Household Size: _____
 Current Signed Tax Return for all Adult (over 18 years of age) Household Members and Most Recent w2 for all Adult
 DR-HBA005-Tax Return Affidavit (If no tax returns)
 Current Paystubs (30 days or 4 weeks) for all Adult (over 18 years of age) Household Members (reflecting 3 months of YTD income)
 DR-HBA006-Certificate of No Income (If no income)
 Income Calculation Worksheet
5. **1003 Loan Application**
6. **DR-HBA003-Addendum to Loan Application**
7. **Verify Applicant(s) No Ownership in Any Real Estate**
8. **Start Duplicate of Benefits (DOB) – Completed by GSFA**
 Worksheet
 FEMA Check (3rd Party Database from HCD)
 SBA Check (3rd Party Database from HCD)
9. **Assets Verification – Completed by GSFA**
 Total Liquid Assets Verified: _____
 Amount exceeding \$100,000: _____

The Lender Prequalification Package will not be processed, nor will a Prequalification Letter be issued for the Applicant(s), until all the items above are received, complete and correct, by the Program Sub-Recipient.

APPLICANTS(S) CANNOT EXECUTE A RESIDENTIAL PURCHASE AGREEMENT UNTIL THE PREQUALIFICATION LETTER IS ISSUED.