



CMHA Homeownership Program *Checklist*

Initial Documentation

- Photo Release (optional)
- Release of Information
- HUD Form 52649
- Bedroom-Size Subsidy Letter Issued

Property & Contract Requirements

- Lender & Realtor Contact Info
- Fully Executed Purchase Contract (within 24 hrs)
- 10-Day CMHA HOP HQS Inspection Addendum
- Full MLS Listing & Disclosures
- Lead Paint Disclosure (if applicable)

Inspections & Reports

- CMHA HOP HQS Inspection **PASSED**
- Utilities & Appliances Operational
- Independent Home Inspection Report
- Appraisal Report Submitted

Lender Documentation

- Under CMHA Voucher Verification
- Loan Estimate & Pre-Approval
- DAP Funds Verified (if applicable)

Final Pre-Closing Steps

- Appraisal & Final Loan Documents to CMHA
- Closing Disclosure & 1st Mortgage Payment Letter
- 60-Day Notice or Rescission to Landlord
- Closing Date Provided to CMHA



SOLD

Complete All Steps for Successful Home Purchase!