**New Hampshire Housing Finance Authority**

**Home First Stacking List**  
**Conventional Insured Loans**

### CLOSING

- Original Promissory Note*
- Mortgage with Tax Exempt Rider**
- Copy of unrecorded NH Housing [Assignment of Mortgage](#) (MUST include book and page of recorded mortgage)**
- Copy of Warranty Deed
- Title Insurance Commitment – Final Loan Policy must follow within 60 days of purchase
- RD Conditional Commitment, Form 3555-18
- VA Report & Certification of Loan Disbursement, Form 26-1820
- Closing Disclosure – Fully Executed
- Evidence CD received timely by borrower
- Initial Escrow Disclosure

* Note endorsement: Pay to the order of: New Hampshire Housing Finance Authority without recourse

** Recorded mortgage & assignment must be forwarded to NH Housing after purchase

### CREDIT

- Uniform Underwriting and Transmittal Summary (1008)
- Loan Application – Initial and Final, fully executed
- Supplemental Consumer Information Form 1103
- DU/DO Findings with all required documents
- UCD Certificate
- Appraisal
- Final inspection (if applicable)
- Appraisal Submission Summary Report (SSR) with UCDP “Doc File ID”
- CPM Approval (required on projects consisting of five or more attached units under the Full Review Process)
- Certificate of Compliance (2-4 units, Manchester properties only)
- Certificate of Occupancy (new homes)
- Well water test – primary parameters tested must indicate water is potable
- Purchase & Sales Agreement

### HOME FIRST SPECIFIC DOCUMENTS***

- Recapture Notification and Borrowers Affidavit
- Borrower Closing Affirmation
- Lender Closing Certification
- Affidavit of Veterans Exception (qualified veterans only, see form)
- Land Use Borrower Affidavit (if property has 10 or more acres)
- Gross Annual Income Calculation Worksheet

*** All items must be included to avoid funding delays

### REQUIRED DISCLOSURES

- E-sign Consent
- Intent to Proceed
- Patriot Act Disclosure
- Service Provider List