



Program Bulletin

December 11, 2000

Program Bulletin #2000- 21

To: CHFA Approved Lenders

CHAP AND CHDAP DOCUMENT DELIVERY REQUIREMENTS

Currently all CHFA Housing Assistance Program (CHAP) and California Homebuyer's Downpayment Assistance Program (CHDAP) loans are required to have the following documents submitted to CHFA at time of purchase:

1. Mortgage Submission Voucher Part II – Purchase Submittal.
2. The original CHAP or CHDAP Promissory Note endorsed to the "California Housing Finance Agency."
3. A Title Company/Escrow Company certified copy of the fully executed CHAP or CHDAP Deed of Trust as prepared for recording.
4. A lender-certified copy of the fully executed Assignment(s) of the CHAP or CHDAP Deed of Trust.
5. Lender-certified copies of the Requests for Notice of Default on all CHFA mortgages secured by the property.
6. A Title Company/Escrow Company certified copy of the HUD 1 Settlement Statement.
7. An ALTA Lender Title Policy insuring all CHFA loans encumbering the property within sixty (60) days from date of loan closing.

Effective immediately, CHFA is amending the post-purchase delivery requirement (Item 7 shown above) as follows: **The ALTA Lender Title Policy insuring all CHFA loans encumbering the property shall be submitted to the Agency within one-hundred twenty (120) days from the date the loan(s) has been purchased by CHFA.** This bulletin supersedes Bulletins 2000-10 and 2000-19 with respect to this item only. All other delivery requirements remain unchanged including CHFA's document requirements for first mortgages.

Questions regarding this bulletin should be directed to "CHFA, Single Family Programs," at 1121 L Street, 7th Floor, Sacramento, CA 95814; or by phone (916) 324-8088; or by fax (916) 324-6589. You may access and print copies of these and other CHFA forms from our web site at the following address:

www.chfa.ca.gov.