

HOUSE KEYS 4 EMPLOYEES (HK4E):

VERIFICATION OF PARTNER CONTRIBUTION



MARYLAND MORTGAGE
Making Homeownership Affordable

INSTRUCTIONS TO PARTICIPATING EMPLOYER:

Employer completes Section II of this form to confirm commitment to provide a financial contribution to a Maryland Mortgage Program (MMP) homebuyer. Homebuyer gives the form to their MMP-approved lender, who submits it to reserve the match funds. Employer Partner is responsible for having the financial contribution funds available at closing.

INSTRUCTIONS TO HOMEBUYER:

Complete and sign Part I of this form, and have your employer complete and sign Part II. You must provide the completed form to your MMP-approved lender so they can reserve the match funds. For a list of approved lenders, you may visit the Maryland Mortgage Program website (mmp.maryland.gov).

I. EMPLOYEE INFORMATION:

Name: _____

Present Home Address: _____

City: _____ State: _____ Zip Code: _____

New Home Address: _____

City: _____ State: _____ Zip Code: _____

Signature of Homebuyer: _____ Date: _____

II. PARTICIPATING EMPLOYER VERIFICATION:

Participating Employer Name: _____

I hereby verify that:

1. The employee meets the employer's eligibility requirements for the HK4E;
2. The employer will provide a grant/loan in the amount of \$ _____ to the employee to be used for the purchase of the home.

Authorized Signature: _____ Title: _____ Date: _____

For more information, please visit:

mmp.Maryland.gov



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