

2nd or 3rd POST-CLOSING COMPLIANCE CHECKLIST
REQUIRED FOR ALL DPA LOANS

Submit MBS Post-Closing Compliance to Lender-on-Line via EDOCS

- 1. PLEASE PRINT LEGIBLY OR TYPE**
- 2. ALL APPLICABLE BLANKS MUST BE COMPLETED**
- 3. FILES ARE REQUIRED TO BE SUBMITTED IN THE CHECKLIST ORDER**
- 4. UPLOAD FILES TO LENDER ONLINE VIA EDOCS: <https://lol.dhcd.state.md.us>**

EDOCS Training Instructions:

<https://mmp.maryland.gov/Lenders/Webinar%20Presentations/EDOCS%20and%20Lender%20Online%20Guide.pdf>

DPA Reservation No.: _____ - _____ - _____ MMP Reservation No.: _____ - _____ - _____
(Lender no.) (Sequential loan #) (Lender no.) (Sequential loan #)

OR

SMARTBUY PROGRAMS

(2nd) Forgivable Loan / Maryland SmartBuy Program: Reservation No: **99**__ - _____ - _____
(Lender no.) (Sequential loan #)

(3rd) Maryland SmartBuy Program: Reservation No: **99**__ - _____ - _____
(Lender no.) (Sequential loan #)

Borrower: _____
Last Name First Name
Co-Borrower: _____
Last Name First Name

Lender Name: _____ Person Submitting: _____

Direct Phone #: (____) _____ - _____, Ext.: _____ E-mail address: _____

CHECK ALL THAT APPLY AND COMPLETE APPLICABLE INFORMATION:

- 1. DSELP \$ _____, _____ DPA - 1ST TIME ADVANTAGE 5000
 DPA - 1ST TIME ADVANTAGE 3% LOAN
 DPA - FLEX 5000
 DPA - FLEX 3% LOAN
 DPA - HOMEABILITY
 DPA - MARYLAND SMARTBUY PROGRAM
 DPA - MONTGOMERY HOMEOWNERSHIP
- 2. HK4E \$ _____, _____ Name of employer: _____
- 3. SK4E \$ _____, _____
- 4. BDIP \$ _____, _____ Name of Builder/Developer: _____
- 5. CPIP \$ _____, _____ Name of Community Partner: _____

\$ _____, _____ Total Loan Amount of Second Mortgage (amount to match DSELP Application & Affidavit and Lender Online Reservation Amount)

Maryland SmartBuy Program: Forgivable Loan Amount: **\$ _____, _____**

<u>DPA LOAN</u>		LENDER √, if OK/in File
1.	DPA Programs Compliance Checklist	
2.	Copy of the Closing Disclosure <u>for DPA/Partner Match loan</u>	

OR

<u>Maryland SmartBuy Program</u> <u>2nd/Forgivable Loan and (3rd)/DPA Loan</u>		LENDER √, if OK/in File
1.	DPA Programs Compliance Checklist	
2.	Copy of the Closing Disclosure <u>for Forgivable Loan</u>	
3.	Copy of the Closing Disclosure <u>for SMARTBUY DPA</u>	
4.	Loan Description and Acknowledgement - Always Required	