

City of Little Rock
Down payment Assistance Program
Homebuyer Assistance Checklist

Borrower: _____ **Phone #:** _____

Co-Borrower: _____ **Phone #:** _____

Buyer's Realtor's Name: _____ **Phone #:** _____

Seller's Realtor's Name: _____ **Phone #:** _____

Income Limit (maximum): \$ _____ **Household Size:** ____ **WARD #:** _____

Borrower's Total Household Income: \$ _____

Property Address: _____

Please send the following items to City of Little Rock for review/approval prior to setting a closing date

- Provide the closing agent/title company – Contact Information (Phone#)
- Notice to Homebuyer
- Loan Estimate Form/Closing Disclosure
- Uniform Residential Loan Application (1003)
- Commitment Letter from Mortgagee
- Verification of Employment/Income (current income/check stub) – **2 months**
- Federal Tax returns with W-2's for last two years (if applicable)
- Real Estate Contract (executed copy)
- Appraisal
- Homebuyer Counseling Certificate (HUD-approved homebuyer counselor)

FOR AGENCY USE ONLY

Reviewed by: _____ Date: _____

Note: CITY OF LITTLE ROCK must prepare lien documents and provide closing instructions which will be sent to the closing agent for each buyer prior to each loan closing.