

Rate Buydown Submission Checklist

- ☐ AUS/UW Approval Documents
 - ☐ Must show maximum DTI 55%, maximum LTV 100%, maximum CLTV 110%, and Credit Qualifying Income
- ☐ Signed 1003 Final or Initial 1003 signed by all borrowers
- ☐ Rate Lock Confirmation or Pre-paid interest
 - ☐ Internal Rate Sheet / Pricing Sheet, Automated Rate System printout, or rate lock confirmation for day of lock or
 - ☐ Pre-paid interest reserve or amortization schedule
- ☐ Credit Report
 - ☐ Minimum Qualifying credit score of 580
- ☐ Amount of lender pre-paid interest or interest rate buydown
 - ☐ Final CD reflecting Lender Paid Rate Buy Down and Max 3% in lender fees
 - ☐ Transaction showing lender pre-paid interest in advance
 - ☐ Temporary Rate Buydown Agreement (if applicable)
- ☐ Preliminary Title Report or Title Policy
- ☐ State Reporting Disclosure (Rev 1/2024)
- ☐ Proof property was owner occupied at time it was destroyed
 - ☐ Utility Bill
- ☐ Verification home was damaged or destroyed by qualified disaster
 - ☐ Insurance Claim Acceptance letter, FEMA award, Insurance Adjuster Assessment, City or County Red Tag
- ☐ Disaster Recovery Assistance Program Borrower Affidavit (Rev 6/2026)