



Borrower's Name:[Click here to enter text.](#)

Co-Borrower's Name:[Click here to enter text.](#)

Closing Date:[Click here to enter a date.](#)

Date of 1<sup>st</sup> Lender Document Submission:[Click here to enter a date.](#)

**NeighborhoodLIFT® Loans – First Mortgage Lender Required Documents and Stacking Order**

The following documents must be included in the first mortgage submission package which must be sent at least 13 business days (Monday to Friday) prior to the closing date listed on the Purchase & Sales Agreement or Addendum (if applicable) to [liftpackages@comcast.net](mailto:liftpackages@comcast.net). Clear to close instructions must be sent 3 business days prior to closing to [liftclosings@comcast.net](mailto:liftclosings@comcast.net).

- A copy of this stacking order indicating the documents included in submission package
- Borrower Authorization to Release Information
- 1<sup>st</sup> Lender Commitment Letter
- 1008 Underwriting Transmittal Summary/equivalent FHA Transmittal Summary, VA Loan Analysis etc.
- For FHA 203(k) – Maximum Mortgage Worksheet (Form 2700) if applicable
- 1<sup>st</sup> Lender final 1003 Uniform Residential Loan Application
- Settlement Agent Contact Information:
  - Settlement Agent Company Name: [Click here to enter text.](#)
  - Settlement Agent Point of Contact: [Click here to enter text.](#)
  - Settlement Agent Telephone Number: [Click here to enter text.](#)
  - Settlement Agent Email Address: [Click here to enter text.](#)
- First Mortgage Lender Contact Information:
  - Lender Company Name: [Click here to enter text.](#)
  - Lender Point of Contact: [Click here to enter text.](#)
  - Lender Telephone Number: [Click here to enter text.](#)
  - Lender Email Address: [Click here to enter text.](#)

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Name/Title

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Signature