

**Program Sub-Recipient**

Golden State Finance Authority (GSFA)

1215 K Street, Suite 1650

Sacramento, CA 95814

Phone: (855) 740-8422 Fax: (916) 444-3551

Email: [info@gsfahome.org](mailto:info@gsfahome.org)**DR-HBA004-Checklist Initial Compliance**

<b>Applicant Name:</b>			
<b>Lender Name:</b>		<b>Contact Name:</b>	
<b>Phone Number:</b>		<b>Fax Number:</b>	
<b>Email:</b>			

This Compliance Package contains:

1. ☐ **1003 Loan Application**
2. ☐ **Confirm Purchasing County Matches Phase 1 Income Limits**
3. ☐ **DR-HBA018-Conflict of Interest Affidavit (One form per Applicant)**
4. ☐ **DR-HBA007-Environmental Review**
5. ☐ **Fraud Report**
6. ☐ **Property Eligibility**
  - ☐ Household Size: \_\_\_\_ Bedrooms: \_\_\_\_
  - ☐ Appraisal
    - ☐ Value supported
    - ☐ Subject property must be single family residence located in California (ADU okay)
  - ☐ If new construction, need copy of certification of occupancy issued by local authorities prior to contract date
  - ☐ Purchase Agreement (and all addendums)
  - ☐ Buyer Representation and Broker Compensation Agreement
7. ☐ **Homeowner's Insurance Policy**
  - ☐ Not in high/very high fire area
  - ☐ Not in special flood hazard area
  - ☐ Not insured by CA Fair Plan
  - ☐ Copy of Standard Homeowner's Insurance Policy with Fire Coverage
8. ☐ **Program Disclosures**
  - ☐ DR-HBA008-Data Sharing Agreement
  - ☐ DR-HBA009-Recapture Notice
  - ☐ DR-HBA010-Assignment Agreement
9. ☐ **Flood Certificate (Section C)**
10. ☐ **Natural Hazard Disclosure**
11. ☐ **Confirm Head of Household – Completed by GSFA**

The Initial Compliance Package will not be processed, nor will a Commitment for the Initial Compliance be issued for the Applicant, until all the items above are received, complete and correct, by the Program Sub-Recipient.