



Rehabilitation Loan Initiative Pilot – File Assessment Document Checklist

RAP File # _____ Borrower Name _____

Please submit complete, legible documents in list stacking order. Files not in proper order will delay processing. Incomplete files may be rejected and NOT processed. Faxed files NOT accepted.

**** To be determined and selected by MDEAT until further notice.**

- RAP (Rehabilitation Assistance Program) Application Form.
- MDEAT RAP Rider – Must have wet signature(s).
- Current Mortgage Statement, if applicable. If the property does not have a mortgage, then write a letter certifying that there are "No known mortgage(s) or liens against the subject property".
- Copy of driver's license or Government issued Id for all borrowers and household members.
- Copy of title insurance policy and /or survey of the home. If neither are available, write a letter stating that none are available. **NOTE: IF NOT available, additional costs WILL be incurred**
- Copy of Homeowner's Insurance Policy (HOI) declaration page(s). If the property is not insured, write a letter explaining why there is no HOI on the property.
- 2 Months (60 Days) most recent Bank / Asset Account(s) Statements for all household members that are over 18+ years and employed. (All pages)
- 2 Years signed Tax Returns (all pages), or IRS Tax Return Transcripts, for each member of the household over 18+ years. If not tax return was filed, then provide an IRS Verification Letter of Non-Filing. (include spouse if married)
- Most recent two years (2-years) W-2s and / or 1099s from all employers. (all occupying household members 18 years or older as applicable).
- Most recent 30 days of pay stubs or V.O.E (for all occupying household members 18+ years or older).
- Most current Retirement and / or Social Security Award Letters.
- RAP Zero Income Affidavit (if applicable)
- Notes: _____
