



# chfa emortgage loan approval checklist

1. Participating Lenders must be approved by Fannie Mae and Freddie Mac, as applicable, to originate and deliver eMortgages. For which eMortgage Loans does your organization have approval, and will you be delivering to CHFA?  
 Fannie Mae eMortgage Loans    Freddie Mac eMortgage Loans    FHA

2. Participating Lender must be an approved member and user of MERS® eRegistry. Is your organization an approved member and user of MERS® eRegistry?  
 Yes    No

3. Participating Lender must have the ability to and must interim service eMortgage Loans in accordance with CHFA's interim servicing requirements of Mortgage Loans under the Mortgage Purchase Agreement, eMortgage Loan Addendum and Seller's Guide. Does your organization have the ability to service eMortgage loans until purchase by, and servicing transfer to, CHFA is complete?  
 Yes    No

4. Participating Lenders must use an eClosing Systems that complies with Section 2400.00 of the Ginnie Mae Digital Collateral Guide ("eGuide"), and that is approved by Fannie Mae and Freddie Mac, as applicable. Please provide the name of the eClosing System providers your company will utilized for each eMortgage Loan, as applicable:

Fannie Mae	Freddie Mac	FHA

5. Participating Lender's eVault providers must comply with Section 2600.00 of the Ginnie Mae eGuide and be approved by Fannie Mae and Freddie Mac, as applicable. Please provide the name of any eVault providers you or your sub-servicer may utilize for each eMortgage Loan, as applicable:

Fannie Mae	Freddie Mac	FHA

6. Warehouse lenders must be approved by and have the appropriate contract in place with Fannie Mae and Freddie Mac, as applicable. Participating Lenders must ensure warehouse providers agree to CHFA's funding process in accordance with the Mortgage Purchase Agreement, eMortgage Loan Addendum and Seller's Guide. Will your organization utilize warehouse lenders to provide warehouse lines of credit for eMortgage loans?  
 Yes    No   If yes, please provide the names of your company's warehouse providers for eMortgage Loans, as applicable:

Fannie Mae	Freddie Mac	FHA

7. Do you plan on delivering loans with security instruments (and amendments to security instruments) that have been notarized via a remote online notary provider?

Yes  No If yes, provide the name of your remote online notary provider:

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If Participating Lender intends to use a remote online notary, Participating Lender must be an approved member and user of MERS® Remote Online Notarization Video Storage solution (“RON Video Storage”). Is your organization registered to use MERS RON Video Storage?

Yes  No

8. If Participating Lender will deliver FHA loans with an eNote, such eNote must comply with the requirements set forth in Section 2500 of the Ginnie Mae eGuide. Does your eNote comply with these requirements?

Yes  No

9. Please review and execute the CHFA Mortgage Purchase Agreement Addendum and provide it along with a completed CHFA eMortgage Loan Approval Checklist.