



Please review the Participating Lender Criteria located in Chapter 1, Section 100 of the CHFA Seller’s Guide, and answer the following questions about your company. If you do not have the authority to complete this form on behalf of your company, please forward this checklist to the appropriate individual.

Does your company:

- 1. Have authorization to do business in and originate loans in Colorado? Yes No
- 2. Is your company a national banking association or a state or federal savings and loan association? Yes No
 - a. If yes, does your company have an office physically located in Colorado? Yes No
- 3. Utilize a centralized lock desk function for loan reservations? Yes No
- 4. Understand CHFA’s lender compensation structure? Yes No
- 5. Credit underwrite loans using:
 - a. FHA (must have FHA Direct Endorsement approval) Yes No
 - b. VA (must be a VA Automatic-approved lender) Yes No
 - c. RD (must be an RD-approved mortgagee) Yes No
 - d. Conventional (must follow Fannie Mae guidelines using staff underwriter, or contract underwriter provided by a mortgage insurance company) Yes No
 - i. Does your company have a staff underwriter? Yes No
 - ii. Does your company use contract underwriting provide by a mortgage insurance company? Yes No
 - e. What AUS system does your company use? _____
- 6. Fund its own closings? Yes No
- 7. Have the ability to interim service loans prior to purchase by CHFA, in accordance with the requirements published in Chapter 8 of the CHFA Seller’s Guide? Yes No
- 8. Use MERS? Yes No
- 9. Maintain a minimum \$3 million warehouse line in good standing? Yes No
- 10. Maintain a sustained tangible net worth equal to or greater than \$1 million for a minimum of two years in succession? Yes No
- 11. Maintain \$300,000.00 Errors & Omissions and Fidelity Bond coverage? Yes No
- 12. Have written business policies designed to avoid predatory lending practices? Yes No
- 13. Have a written Quality Control Plan? Yes No
- 14. Maintain internal audit and management control systems? Yes No
- 15. Maintain the financial ability to repurchase any loan sold to CHFA? Yes No



16. Agree to adhere to the allowable lender fees and charges as published in Chapter 1, Section 107 of the CHFA Seller's Guide? Yes No
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Please submit the completed questionnaire to CHFA Customer Service at CustomerServiceDesk@chfainfo.com, or fax to the attention of Customer Service at 303.291.5716.

This questionnaire addresses the basic criteria to become a CHFA Participating Lender. Please provide explanations, where applicable. If the questionnaire is incomplete, or if your company does not meet the criteria, the Participating Lender Application will not be provided.

Should the lender meet the basic criteria, an invitation to continue with the approval process will be sent to the person listed below. CHFA utilizes Comergence for this process; please ensure the person listed below is a valid user of Comergence.

Please note: There is a \$1,000 nonrefundable application fee charged to become a CHFA Participating Lender.

Company Name: _____

Company NMLS Number: _____

Comergence/Application Contact: _____

Phone Number: _____

Email: _____