

Habitat for Humanity:
Community Impact Fund Program (ROUND 4)



CLOSING INSTRUCTIONS

The Affiliate should direct the Title Company to execute the following documents at the acquisition closing:

At Closing

1. IHDA Executed Mortgage
2. IHDA Executed Promissory Note
3. Executed Closing Disclosure

HOMEBUYER IS NOT TO LEAVE THE CLOSING WITH CASH IN HAND. If there is a balance in escrow, please contact your IHDA Community Affairs staff.

After Closing

The Affiliate must email the following documents to Grant Administrator immediately after the closing. Grant Administrator will forward to IHDA:

1. Executed Closing Disclosure (formerly known as HUD-1/Settlement Statement)
2. IHDA Executed Promissory Note
3. IHDA Executed Mortgage
4. Warranty Deed
5. Request for Payment & Certification

Please send to IHDA Community Affairs Dept. the following documents via certified/return receipt mail:

1. Original Executed IHDA Note
2. Original IHDA Recorded Mortgage (to be sent from county recorder)

Mail to: **Illinois Housing Development Authority**
Attn: Community Affairs Dept.
111 E. Wacker Drive, Ste. 1000
Chicago, IL 60601

Please email to Grant Administrator (HFH Champaign) the following documents once received. Grant Administrator will forward to IHDA:

1. Title Insurance Policy