

HOUSING OPPORTUNITIES COMMISSION

July 2020

REVOLVING CLOSING COST ASSISTANCE LOAN

FILLABLE FORM

**RESERVATION OF FUNDS
60 DAY RESERVATION WITH A CONTRACT**

EMAIL TO: paulette.dudley@hocmc.org

SUBJECT: RCCAP Reservation [Borrower Name]

The Revolving Closing Cost Assistance Loan
Single Family Programs
Housing Opportunities Commission
10400 Detrick Avenue
Kensington, MD 20895
PHONE: 240-627-9798

PROGRAM: **RCCAP LOAN - MBS**
5% Interest Rate 10 YR SECURED SECOND

To be filled out by HOC ONLY

RESERVATION NUMBER _____

eHousingPlus SL Loan#: _____

THIS IS A 60-DAY RESERVATION WITH A CONTRACT – PLEASE SUBMIT THE FOLLOWING:

- A. THIS RESERVATION form – **ALL BLANKS COMPLETED (EXCEPT RESERV #)**
- B. Completed Applicant's Profile
- C. eHousingPlus Loan Confirmation Letter for First Mortgage
- D. First page and signature page of the ratified sales contract
- E. **Copy of HomeBuyers Counseling/Education Certificate. At least ONE Borrower MUST complete class.**

DATE: _____ **NEW REQUEST** _____ **CHANGE** _____ **CANCEL** _____

LENDER NAME: _____ BRANCH LOCATION: _____

[ONLY HOC FIRST TRUST PARTICIPATING LENDERS ARE ABLE TO RESERVE FUNDS]

LOAN ORIGINATOR: _____ EMAIL: _____ Phone#: _____

ONE BORROWER MUST BE WORKING IN MONTGOMERY COUNTY TO BE ELIGIBLE

Check all that apply: Borrower currently works in Montgomery County: Yes No

Co-Borrower currently works in Montgomery County: Yes No

PLACE OF EMPLOYMENT: _____

Montgomery County Government Employee? Yes No

BORROWER: _____

The following information MUST be provided.

CO-BORROWER: _____

Current Mailing Address:

Property Address:

Street Address

Street Address

City Zip Code

City State Zip Code

SALES PRICE: \$ _____

Settlement Agent Information:

CLOSING COST LOAN AMT REQUESTED:

\$ _____ (round down \$1.00)

Name of Company/Contact Name

MAXIMUM LOAN IS \$10,000 OR UP TO 5% OF THE SALES PRICE, WHICHEVER IS LOWER.

Email

Est. Settlement Date: _____

CONFIRMED BY HOC: [FUNDS ARE NOT DEEMED RESERVED WITHOUT A CONFIRMATION]
A LOAN FILE MUST BE SUBMITTED TO HOC PRIOR TO CLOSING FOR APPROVAL.

DATE: _____ **Valid until:** _____

BY: _____