

**DELAWARE STATE HOUSING AUTHORITY
WELCOME HOME POST-CLOSING CHECKLIST**

LENDER: _____ SETTLEMENT DATE: _____

BORROWER NAME: _____ CO-BORROWER NAME: _____

POST-CLOSING FILE CONTACT: _____

CONTACT EMAIL: _____

**ALL REQUIRED DOCUMENTATION MUST BE UPLOADED THROUGH MITAS
SUBMIT ALL SIGNED AND COMPLETED DOCUMENTS AT ONCE**

**ALL ITEMS REQUESTED TO CLEAR DEFICIENCIES SHOULD BE UPLOADED AT ONE TIME. PLEASE DO NOT UPLOAD MULTIPLE
DOCUMENTS ON DIFFERENT DATES. DEFICIENCIES WILL NOT BE REVIEWED UNTIL ALL DOCUMENTS ARE RECEIVED.**

DOCUMENTS REQUIRED FOR POST-CLOSING SUBMISSIONS:

1. Tax-Exempt Bond Financing Rider - Signed by ALL Mortgagors - ***Recorded with 1st Mortgage*
2. Reaffirmation of Mortgagor's Affidavit - Signed by Borrower(s) & Notarized
3. Lender's Affidavit - Signed by Lender & Notarized
4. Seller's Affidavit - Signed by Seller(s) & Notarized
5. Welcome Home Notice of Potential Mortgage Subsidy Recapture Tax - Signed by Borrower(s)
6. DSHA Down Payment & Closing Costs Assistance Mortgage - Signed by ALL Mortgagors & Notarized ***Required only for loans with DSHA down payment & closing costs assistance***
7. DSHA Down Payment & Closing Costs Assistance Note - Signed by ALL Mortgagors & Notarized ***Required only for loans with DSHA down payment & closing costs assistance***
8. 1st Mortgage Closing Disclosure - Signed by Borrower(s)

**ALL DOCUMENTS WILL BE REVIEWED WITHIN 1-2 BUSINESS DAYS FROM RECEIPT. MITAS
WILL PROVIDE DEFICIENCIES AND STATUS UPDATES.**