

**DELAWARE STATE HOUSING AUTHORITY  
OPEN DOOR 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. Reaffirmation of Mortgagor's Affidavit - Signed by Borrower(s) & Notarized
2. Signed First Mortgage Closing Disclosure
3. DSHA Down Payment & Closing Costs Assistance Mortgage - Signed by ALL Mortgagors & Notarized *\*\*Required only for loans with DSHA down payment & closing costs assistance\*\**
4. DSHA Down Payment & Closing Costs Assistance Note - Signed by ALL Mortgagors & Notarized *\*\*Required only for loans with DSHA down payment & closing costs assistance\*\**

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