FRESNO COUNTY MCC PROGRAM
THE HOUSING AUTHORITY OF FRESNO COUNTY

MAILING ADDRESS FOR APPLICATIONS:
Fred Consulting Associates
P.O. Box 45 Novato, CA 94948
TEL: (415) 898-1750 FAX: (415) 898-0789

OVERNIGHT/EXPRESS MAIL
505-A San Marin Drive, Ste 140
Novato, CA 94945

MCC No. : [redacted]
Application Name: _____
Social Security No. _____

TRANSMITTAL FORM

DATE: _____ MCC Lender or Broker ID# _____

TO: _____ Loan Number _____

FROM: _____ Estimated Close of Escrow _____

RE: _____

As indicated, the following documents are enclosed (Please or N/A each item)

INITIAL PHASE (Mortgage broker or funding lender)

- Transmittal Form (MCC-02)
- Signed Purchase Agreement (Copy
- Checks (application fee of $325 made out to Housing Authority of Fresno County)
- Application Affidavit (MCC-03) (two pages)
- Notice of Potential Recapture Tax (MCC-04)
- Income Tax Affidavit (MCC-05) (If Applicable)
- Current Appraisal (Summary Pages Only)
- Assignment Letter (if applicable) (If you are assigning this file to funding, an assignment letter is required)
- Mortgage Credit Certificate Commitment (MCC-06) (Information to be completed by Lender and returned to Housing Authority for endorsement)
- Form 1003 and/or Form 1008 (HUD and Fannie Mae Applications)

CLOSE OF ESCROW PHASE (Funding Lenders Only)

- Transmittal Form (MCC-02)
- Seller Affidavit (MCC-07)
- Borrowers Closing Affidavit (MCC-08)
- Lenders Closing Certificate (MCC-09)
- Addendum to Lenders Closing Certificate (MCC-09a)
- Method to Compute Recapture Tax (MCC-10)
- HUD-1 Settlement Statement or Estimate Closing Statement
- Mortgage Credit Certificate (MCC-11) (Information to be completed by Lender and returned to Housing Authority for endorsement)

MORTGAGE CREDIT CERTIFICATE PROGRAM

1. As part of the application for a Mortgage Credit Certificate (MCC) from the Housing Authority of Fresno County, state the following with respect to the residence being purchased.

a. The residence being purchased is a: Single family detached house Condominium/Townhouse

b. The number of bedrooms in the residence is (Circle): 1 2 3 4+

c. Would the applicant have been able to qualify for the loan without the Mortgage Credit Certificate (MCC)? Yes No

d. Marital status of applicant(s): Name _____ Single Married Divorced

Name _____ Single Married Divorced

2. COMPLETION OF THE FOLLOWING QUESTION IS OPTIONAL. The Borrowers voluntary response will not be considered when establishing your eligibility for a Mortgage Credit Certificate. The response to the question will be used by the MCC staff only for statistical purposes. Individual respondents will not be identified.

What is the Borrowers racial/ethnic origin?

- African-American (1)
- Mexican-American (2)
- Latino, other Hispanic (3)
- Filipino (4)
- Pacific Islander (5)
- Vietnamese, Cambodian, Laotian, other Indo-Chinese (6)
- Chinese, Korean, Japanese, other Asian-American (7)
- American Indian/Alaskan Native (8)
- Caucasian (9)
- Other _____ (specify) (10)

THANK YOU FOR COMPLETING THIS IMPORTANT STATISTICAL SECTION

REMARKS: _____

Organization **and** Lender ID#: _____

Contact Person: _____

Title: _____

Telephone: _____ Fax: _____

Federal Tax ID#: _____

Distribution: Housing Authority
Lender
Applicant