



501 East 1700 South  
Salt Lake City, Utah 84105

## MEMO

FAXED PAGES:   2  

DATE: \_\_\_\_\_

TO: \_\_\_\_\_  
*Loan Officer*

\_\_\_\_\_  
*Name of Lender*

\_\_\_\_\_  
*Fax Number*

FROM: Carol LaFreniere  
Home Sales Coordinator  
Phone: 801-994-7222 **Fax: 801-994-7220**  
Toll Free: 866-994-7222

RE: \_\_\_\_\_  
*Client Name*

\_\_\_\_\_  
*Property Address*

The home to be purchased by the above referenced homebuyer is being sold by Community Development Corporation of Utah (CDC), a non-profit agency in association with the Asset Control Area program of HUD.

Please complete the attached verification and information form and return it to our office either by mail or fax. CDC is required to have this information in their client files.

Thank you for your help with this request. Should you need further information, please do not hesitate to contact me.



501 East 1700 South  
Salt Lake City, Utah 84105

### INCOME VERIFICATION & LOAN INFORMATION

Date: \_\_\_\_\_

Name of Lender: \_\_\_\_\_

Re: \_\_\_\_\_

*Name of Buyer*

*Address of home to be purchased*

***Please provide the following information:***

Verified Annual Household Income: \$ \_\_\_\_\_

Credit Score: \_\_\_\_\_ Income Ratio: \_\_\_\_\_ Debt Ratio: \_\_\_\_\_

Appraisal amount: \$ \_\_\_\_\_

Amount of 1<sup>st</sup> Mortgage: \$ \_\_\_\_\_

Amount of 2<sup>nd</sup> Mortgage: \$ \_\_\_\_\_

1<sup>st</sup> Mortgage Interest Rate: \_\_\_\_\_ %

2<sup>nd</sup> Mortgage Interest Rate: \_\_\_\_\_ %

1<sup>st</sup> Mortgage Monthly payment: \$ \_\_\_\_\_ \$ \_\_\_\_\_  
*PI* *PITI*

2<sup>nd</sup> Mortgage Monthly payment: \$ \_\_\_\_\_ \$ \_\_\_\_\_  
*PI* *PITI*

Name of Investors \_\_\_\_\_

Type of loan: \_\_\_\_\_ FHA  
\_\_\_\_\_ UHFA  
\_\_\_\_\_ Conventional  
\_\_\_\_\_ 80 / 20  
\_\_\_\_\_ Other  
*Please Specify*

Amortization Type:  
Fixed \_\_\_\_\_  
ARM \_\_\_\_\_  
Other \_\_\_\_\_  
*Please Specify*

Buyer's Title Company: Monument Title, Chris Newsam, Phone # 266-6744, Fax # 266-6745

Seller's Title Company: Monument Title, Chris Newsam, Phone # 266-6744, Fax # 266-6745

\_\_\_\_\_  
*Signature - Lending Officer*

\_\_\_\_\_  
*Print Name - Lending Officer*