Florida Housing
Finance Corporation
we make housing affordable

HAP PROGRAM
COMPLETION CHECKLIST

FHFC ID # / Development Name:	
Homebuyer / Homeowner Name:	
Homebuyer / Homeowner Address:	
Closing Date:	

PROJECT COMPLETION DOCUMENTS	√	COMMENTS
HAP Set-up Checklist		
HAP Promissory Note (Original)		
Copy of HAP Second Mortgage *(Recorded original to follow)*		
HUD 1 (Settlement Statement)		
Copy of Recorded First Mortgage		
Original HOME / HAP Mortgagor's Affidavit		
Original HOME / HAP Lender's Affidavit		
Title Insurance Policy		
Property Insurance *(FHFC as additional insurer)*		
Amenity Verification Form		
Certificate of Occupancy		

Florida Housing File Review:

_____ / _____
Date *Initials*