

USING GIFT FUNDS:

GUIDELINES FOR THE FINANCIAL GIFT PROCESS.

Obtaining gift funds:



You're ready to move forward with the purchase of a home. It's time to think about the financial resources you will use toward your down payment and closing costs. Gift funds can play a significant role in meeting the expenses associated with a home purchase.

If you meet the minimum down payment requirements for your loan type, gifts funds from a relative, fiancé, or domestic partner can be applied toward your closing costs as long as the donor does not have any affiliation with the home builder, real estate agent or other interested parties involved in the transaction.

Documenting gift fund transfers is necessary to ensure the smooth and timely closing of your loan. Please take the following steps into consideration when using gift funds.

Ready to apply? Call a mortgage loan expert today at **800.353.4449.**



Steps to consider:

1

Make sure the person giving the gift funds fills out the attached Gift Letter completely. Include in the letter the total dollar amount gifted, a statement that no repayment is expected, who the donor is (name, address, phone number is required), and their relationship to you.

2

Make and retain a copy of the gift check.

3

Obtain a copy of the deposit slip and a statement from your financial institution showing the funds are in your account. If this is in the form of a teller print out, make sure the teller stamps (with official CU stamp) and signs all pages. If you obtain proof from their website make sure the print out has a full account number and name on it.

4

Obtain proof of the donor's ability to gift by providing the most recent financial statement of the donor's account from which the funds are coming from or a copy of the donor's withdrawal slip prior to closing.



Government Issued Photo ID

The donor will also have to provide a front and back copy of his/her government issued photo ID.



LOAN NO. _____

GIFT LETTER

Applicant(s): _____

Property Address: _____

The undersigned herewith assert that they will provide an outright gift as described below to assist the recipient in the closing of a real estate loan. The recipient will neither be obligated to repay the principal nor pay interest on this gift at any time.

Amount of Gift: _____

Date of Gift: _____

Recipient [Borrower's] Name: _____

Donor Relationship to Recipient: _____

Donor Name [printed]

Donor Name [printed]

Street Address

Street Address

City, State, ZIP

City, State, ZIP

Telephone Number

Telephone Number

Signature

Signature

Date Signed

Date Signed

It is herewith affirmed that I, the recipient of the above captioned gift, will neither be obligated to repay the principal nor pay interest on that gift at any time.

Borrower Signature

Date

Co-Borrower Signature

Date