

MISSISSIPPI – DOCUMENT DELIVERY PROCESSES

1.) Reservation and Compliance

- Reserve loan via Mississippi Home Corp (Mitas)
- Upload compliance package to Mississippi Home Corp (Mitas)

2. Closed Loan File – effective 11/19/18

- Upload closed loan file in 3 separate uploads to Lender Online - Request for Funding Package 3
<https://lenders.ahfa.com/Bin/Display.exe/ShowSection>
(see Request for Funding Checklist for stacking order of each section) <http://servsol.com/lenders/ahfa-documents>
 - A. Closing Package
 - B. Credit Application Package
 - C. Disclosures Package

3. Conditions – effective 11/19/18

- Upload conditions to Lender Online - Request for Funding Package 3
<https://lenders.ahfa.com/Bin/Display.exe/ShowSection>
 - UPLOADED FUNDING SUSPENSE ITEMS
- Locate the email sent by ServiSolutions reviewer (with conditions attached), reply all to that email advising conditions are uploaded to eDocs

4. Final Documents

- Mail original final documents to:
Alabama Housing Finance Authority
Attn: Final Document
7460 Halcyon Pointe Dr., Suite 200
Montgomery, AL 36117