

# Checklist

This checklist includes a summary of the forms and documents required to review your application. We may request additional documentation during our review.

## IMPORTANT

To avoid delays, please ensure everything you provide is complete, legible and accurate. Submit your required documents via fax, mail or email to:

**Email** DCMAP@housingetc.org

**Fax** (202) 765-0123

**Mail** Housing Counseling Services, Inc.  
Attn: DC MAP  
2410 17<sup>th</sup> Street, NW  
Adams Alley, Suite 100  
Washington DC 20009

DC HOUSING FINANCE AGENCY

**DC MAP**  
MORTGAGE ASSISTANCE PROGRAM



## QUESTIONS ABOUT COLLECTING YOUR DOCUMENTS AND COMPLETING THESE FORMS?

Call 1-833-429-0537 or email: [DCMAP@dchfa.org](mailto:DCMAP@dchfa.org)

## REQUIRED DOCUMENTS to be submitted:

### Borrower documentation:

- District of Columbia Non Driver Identification Card or Driver's License
- Documentation to Support Financial Hardship caused by COVID-19
- Most recent Mortgage Statement
- Most recent condominium/HOA fee invoice, If applicable
- Copy of the Deed
- Copy of mortgage forbearance denial letter from your loan servicer or mortgage lender
- Documentation of household income, if applicable
- Previous year's income taxes
- Most recent bank statement (all accounts)
- Documentation of current property tax status
- Documentation of current homeowners insurance status

### Information you should know:

- All owners listed on the deed will be required to sign a Deed of Trust to secure the loan
- HCS will obtain your credit report to verify mortgage payments current as of March 31, 2020