NSP Homebuyer Process

(1) BUYER

- Review income guidelines and program requirements
- Obtain prequalification letter from lender
- Submit offer on NSP Home
- Complete NSP eligibility application available on the City of Mesquite Website
- Complete Authorization of Release forms

*For assistance with program details, contact a NSP coordinator at (972)216-6425 or (972)329-8347

Meet with City of Mequite

(2) MESQUITE

- Bring completed NSP eligibility application
- Bring Lender prequalification Letter
- Execute sales contract for NSP home

Documentation for Review

- Paystubs for all household members 18+
- Bank statements for all household members who have accounts
- Proof of other sources of income: SSI, Pensions, IRA, Unemployment, Child Support etc…

(3) BUYER

- Have Lender review and sign Lender Certification form available on the City of Mesquite Website
- Attend 8 hour homebuyer counseling course* (must be completed prior to mortgage loan approval)
- Have Housing Counseling Agency review Homebuyer Counseling Certification form

*A list of HUD approved counseling agencies may be found on the City of Mesquite Website

Meet with City of Mesquite

(4) MESQUITE

- Submit certificate of completion for eight (8) hours of homebuyer education
- Submit signed Homebuyer Counseling Certification form
- Bring signed Lender Certification form
- Bring signed Truth in Lending Disclosure form

(5) SALES CLOSING

- Meet with title company and closing agent
- Review and sign Buyer Disclosure statement
- Review and sign Promissory Note
- Review and sign Subordinate Deed of Trust

ENJOY YOUR NEW HOME!

PARTICIPANTS

BUYER – Buyer will need to be aware of the following documents:

- NSP eligibility application*
- Lender Certification form*
- Truth in Lending Disclosure form
- Buyer disclosure form
- Homebuyer Counseling Certification Form*
- Promissory Note
- Subordinate Deed of Trust

*Documents available on the City of Mesquite Website

BUYER'S REALTOR –

- Assists Buyer in obtaining financing
- Works with Buyer in selecting NSP home
- Coordinates with City of Mesquite in showing NSP homes
- Submits offer on NSP home
- Helps Buyer with sales closing

MESQUITE –

- Reviews prequalification letter
- Conducts NSP eligibility for Buyer
- Provides assistance for closing costs
- Provides Truth in Lending Disclosure form
- Prepares documents for sale closing

*For assistance during the NSP process, Buyer may contact a NSP coordinator at (972)216-6425 or (972)329-8347

CITY'S REALTOR –

- Works with Buyer in selecting NSP home
- Coordinates with City of Mesquite in showing NSP homes
- Reviews offer on NSP homes
- Helps Buyer will sales closing

LENDER –

- Provides Buyer with prequalification letter
- Provides Buyer with loan funding
- Provides Good Faith Estimate (GFE)
- Provides Buyer with signed Lender Certification form

TITLE COMPANY –

- Conducts title search on property
- Serves as escrow agent for earnest money
- Ensures closing documents are signed by all participants
- Collects legal documents for recording

EQUAL HOUSING OPPORTUNITY

MESQUITE TEXAS
Real. Texas. Service.