



PROJECT COMPLETION & FUNDING CHECKLIST

BORROWER	CO-BORROWER	FILE #
----------	-------------	--------

For Internal Use Only

PROJECT COMPLETION & FUNDING – Checklist
 (CHF Residential Energy Retrofit Program)

Contractor will request the Borrower Escrow Instructions and Estimated Settlement Statement for the borrower(s) to sign from North American Title Company.

Please submit the following documentation to North American Title Company:

Rick Harrell (rharrell@nat.com) or Kathleen Killips (kkillips@nat.com)
 North American Title Company
 2240 Douglas Blvd, Suite 120
 Roseville, CA 95661
 Phone: (916) 773-3012
 Fax: (916) 231-1378

Check	Item	CHF Form #
<input type="checkbox"/>	Signed Escrow Instructions	
<input type="checkbox"/>	Signed Estimated Settlement Statement	
<input type="checkbox"/>	Signed Certification of Completion	Doc #373238
<input type="checkbox"/>	Copy of Applicant's Final Invoice	

Please submit the following documentation to CHF:

CRHFMA Homebuyers Fund (CHF)
 1215 K Street, Suite 1650
 Sacramento, CA 95814
 Fax (916) 444-3551

Check	Item	CHF Doc #
<input type="checkbox"/>	Copy of Signed Certification of Completion	CHF Doc # #373238
<input type="checkbox"/>	Copy of Permit, as approved by Issuing Agency	
<input type="checkbox"/>	HERS Certification of Completion	CHF Doc # # 402069
<input type="checkbox"/>	Full Copy of HERS Report (Final Energy Audit Received from Auditor)	
<input type="checkbox"/>	Conditional Waiver(s) Lien Releases	
<input type="checkbox"/>	"After" Picture	

The CHF Residential Energy Retrofit Program is sponsored by CRHFMA Homebuyers Fund (CHF), a government entity in California. Funding for the program is made possible through a grant award from the Energy Commission Energy Resources Conservation and Development Commission of the State of California. Program restrictions apply. Call CHF at (855) 740-8422 for details.