

Riverside County Economic Development Agency
5555 Arlington Avenue
Riverside, CA 92504
951-343-5469

**FIRST TIME HOMEBUYER PROGRAM (FTHB)
CLOSING PHASE CHECKLIST**

FTHB FILE #: _____

HOMEBUYER NAME: _____

Escrow to submit the following items to Riverside County EDA.
Upon receipt EDA will issue written authorization to close.

- ☐ FTHB Disclosure Statement (signed original)
- ☐ Itemization of amount financed (signed original)
- ☐ FTHB Promissory Note (signed original)
- ☐ FTHB Subordinate Deed of Trust (certified copy)
- ☐ Request for Notice (certified copy)
- ☐ Escrow Officer Checklist (signed by the Escrow Officer)
- ☐ Proof of Property Insurance listing Riverside County as additional insured
- ☐ Estimated Closing Disclosure Statement
- ☐ Proof of a one-year Home Warranty to include coverage for all major components

NOTE:

Escrow submits a copy of the Final Closing Disclosure Statement within ten (10) working days after closing.

Title Company provides EDA with a copy of the Title Insurance Policy insuring the County's Interest in the property within ten (10) working days.