

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

**MORTGAGE CREDIT CERTIFICATE  
CLOSING PACKAGE  
COVER LETTER**

(Lenders should use this form or provide their own cover letter  
containing all of the following information)

Date Submitted: \_\_\_\_\_

MCC File Number (from Commitment Letter): \_\_\_\_\_

Lender Name: \_\_\_\_\_

Authorized Loan Officer: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

FAX Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Name(s) of MCC Applicant(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address of Home Being Purchased: \_\_\_\_\_  
\_\_\_\_\_

Closing Date of Mortgage (Settlement Date): \_\_\_\_\_

Special Comments or Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_