



**FULTON COUNTY  
HOME OWNERSHIP PROGRAM**

**TO: CLOSING ATTORNEY**  
**RE: HOME OWNERSHIP PROGRAM (HOP) DOCUMENTS**  
**BORROWER: XXXXXXXXXX**

Attached are Fulton County's HOP closing documents, as outlined below:

**Home Buyer**

- |   |   |
|---|---|
| 1. Borrower Written Agreement                                   | 5. Certification Regarding Lobbying                     |
| 2. Promissory Note  | 6. Receipt of copy of Promissory Note and Security Deed |
| 3. Security Deed (please have recorded in second lien position) | 7. Federal MATCH Requirement Document                   |
| 4. Displacement Agreement (SELLER SIGNATURE REQUIRED)           |   |

**Seller**

1. Seller Acknowledgement Regarding Fulton County Home Ownership Program (HOP)

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Please be advised that within **FIVE (5) business days after the date of closing**, provide Fulton County with ALL signed original closing documents, certified copies of 1<sup>st</sup> Mortgage Holder's Note and 1<sup>st</sup> and 2<sup>nd</sup> Deed, and the original 2<sup>nd</sup> Mortgage Holder's Note, ,executed sales extension if applicable, and an executed final copy of the HUD- 1 Closing Settlement Statement.

**NOTE THE MANDATORY REQUIREMENTS OUTLINED BELOW. FAILURE TO ADHERE WILL RESULT IN LENDER TERMINATION FROM THE FULTON COUNTY HOP AS PARTICIPATING LENDER.**

- **Borrower is NOT to receive any funds at closing. All funding overages MUST be returned to Fulton County within 48 hours.**
- **NO third party payouts permitted**
- **Final Closing Settlement Statement must be approved prior to closing.**

*As the participating Lender, I (printed name) \_\_\_\_\_ certify that that all closing and post-closing documents will be submitted to the County's Department of Housing and Community Development.*

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Participating Lender Staff

Title

Date

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**Signature of Closing Attorney Staff**

**Title**

**Date**

