



MEMORANDUM

TO: NIFA Participating Lenders
FROM: Stacy Fotinos, Homeownership Operations Manager
DATE: September 14, 2018
SUBJECT: Memo #18-30, Tax Return Signature Requirement

NIFA is sending this memorandum to inform you of a change to our requirements for submission of pre-closing compliance review packages. On August 28th, 2018 an email was sent to our participating lender network including a preview of changes to our review requirements.

Beginning on September 17th, 2018, Pre-Closing Compliance Review packages submitted to our team that include federal tax returns will require borrower signature(s). **Please note: NIFA will accept Tax transcripts and transcripts do NOT require borrower signature(s).** The NIFA Compliance Review Team will not issue approval without borrower signature(s) on submitted tax returns.

If your company has been authorized to participate with e-Signatures on NIFA program documents and your loan software is capable of capturing e-Signatures on tax returns, NIFA will accept federal tax returns signed electronically.

If you have any questions about this memorandum, please contact any member of the NIFA Homeownership Team at 402-434-3900.