



P.O. Box 260
587 Old Mammoth Rd. #5
Mammoth Lakes, CA 93546
(760) 934-4740

ESCROW INSTRUCTIONS

RE: _____

Escrow # _____

Attached are the original Deed of Trust, Loan Agreement, Promissory Note and Request for Notice of Default in favor of the Town of Mammoth Lakes / Mammoth Lakes Housing, Inc. (MLH) Funds amounting to \$_____ from the Town of Mammoth Lakes' Homebuyer Assistance Program will be given to escrow upon request.

Items required upon close of escrow (- if applicable):*

1. Certified copy of Deed of Trust and Request for Notice of Default
2. Signed original Loan agreement and Note
3. Signed original Declaration and Disclosure of Lead Based Paint Information (both buyer and seller)*
4. Signed Homebuyers Education Certificate, Good Faith, and Truth in Lending Statement
5. Hazardous Insurance policy listing County as 2nd mortgagee*
6. An American Land Title Association Insurance Policy (ALTA) in the amount of the Town's loan listed as Insured
7. Certified copy of Settlement Statement (HUD-1). Need before \$ can be wired.*
8. All refunds to buyer must be approved by MLH prior to disbursement.

Please forward all items listed above to MLH, PO Box 260, Mammoth Lakes, CA 93546. All refund approvals and any questions should be directed to Ana Danielson at 934-4740. We appreciate your timely and accurate attention to this matter.

*- if applicable

Sincerely,

Ana Danielson
Housing Program Specialist