Robinson Landing CLT Homeownership Checklist

**Purchase Process:**

1. Register for Homebuyer Edu at [www.grandhaven.org/housingservices](http://www.grandhaven.org/housingservices)
   - Date Completed: _______

2. Call Neighborhood Housing Services (NHS) to schedule a Housing Counseling appointment 616-935-3270
   - Date Completed: _______

3. Complete and return required forms to NHS
   - Date Completed: _______

4. NHS will call and set up a one-on-one appointment to gauge eligibility and discuss details of CLT Homeownership, plan for 90 minutes
   - Date Completed: _______

5. If deemed eligible, contact a CLT experienced mortgage lender.
   - Dart Bank: joseph@dartbank.com
   - Huntington: brandon.h.huckstep@huntington.com
   - Date Completed: _______

6. Upon pre-approval, contact Robinson Landing Realtor Meghan Heritage at 616-581-2241
   - Date Completed: _______

7. Enter Purchase Agreement with Michigan Community Capital
   - Date Completed: _______

8. Contact NHS to continue housing counseling. All pre-purchase housing counseling must be complete before you close on a mortgage
   - Date Completed: _______

9. Continue to communicate with lender, following their advice carefully. It is important to not make any changes to your job, obtain new lines of credit, or add new debt. Any major life changes could affect your ability to obtain a mortgage.
   - Date Completed: _______

* Neighborhood Housing Services is not a mortgage lender, a realtor, or the developer. We provide housing counseling services and will guide you through this process.*

For More Information Please Visit:

[www.robinsonlandingmi.com](http://www.robinsonlandingmi.com)