



HOUSING & REDEVELOPMENT AUTHORITIES
OF CUMBERLAND COUNTY

Better Places, Better Lives

Cindy Wise
Executive Assistant

<Date>

Settlement Requirements

Danielle Johnson is approved to receive \$5,000 in down payment and closing cost assistance from Cumberland County. There is a Grant Agreement (3 pages) that Danielle Johnson must sign at settlement, which should be recorded under miscellaneous documents. **The Redevelopment Authority collects a \$32 plus \$4 e-filing upfront release fee at settlement so we can record the release after the five (5) year forgiveness period. The check should be made payable to the Redevelopment Authority of Cumberland County.**

I must approve the Closing Disclosure *before* settlement to see that the Housing Authority Grant and release fee are included. We will provide the Grant Agreement and the \$5,000 assistance check made payable to <Name> for settlement.

After settlement, we need the signed, notarized, and recorded grant agreement, and the \$36 check. Please send these documents to:

Redevelopment Authority of Cumberland County
114 N. Hanover St.
Carlisle, PA 17013 to my attention (Sue Dunfee).

Please let me know the date, time, and place of settlement as soon as it is scheduled. Please send the Closing Disclosure for my approval as soon as possible.

Thank you,

Cindy Wise

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Executive Assistant