



**Idaho Housing
and Finance**
Association



PROGRAM UPDATES

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Change to Broker Fees

Due to the new regulatory requirements for disclosures and processing, we have made necessary adjustments to our systems and unfortunately will require additional fees. **Effective July 1, 2015, our underwriting fee will increase to \$400.**

Please be sure you inform your staff about this change so the fee is updated in your system and disclosed properly to the consumer.

[Click here](#) if you need to add staff to receive Idaho Housing's email blasts. It is critical to receive and read all email blasts to stay updated on any changes.

Broker Reservation and Lock Procedures

Please be sure to follow these steps when reserving and locking your loans:

1. Login to [lender connection](#).
2. Choose your loan program.
3. Click "Lock" (However, as a broker this will NOT LOCK your loan. It will assign a loan number/reservation only.)
4. Click "Browse" and find your borrower file.
5. Click "Upload". This should pre-fill your required information. Please remember any box with a red asterick* will need to be completed.

6. If you wish to lock your loan, please email lockdesk@ihfa.org after you have a reservation/loan number.

You can help with turn times by submitting compliant, well-documented files.

For more information or assistance, please contact us at resloan@ihfa.org or call 1.800.219.2285.

Quick Links

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