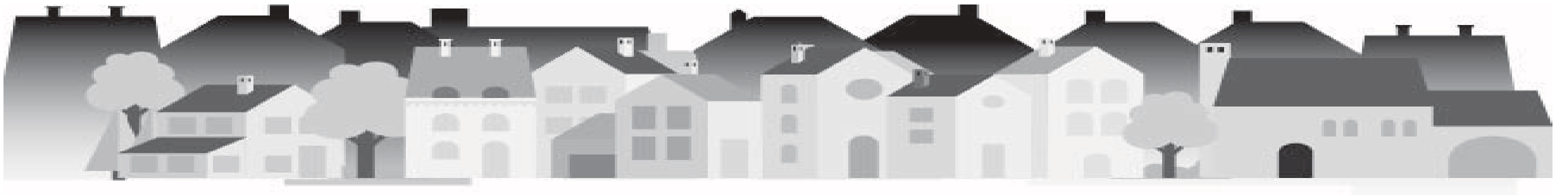
Best Practices Q & A



SC Housing Mortgage Production Program

Eligibility and Post Closing Deficiencies

September 2026

To support timely eligibility determinations and purchase decisions, SC Housing will provide this bulletin on a quarterly basis. The bulletin serves as a best-practice question-and-answer resource to address common deficiencies and offer guidance on corrective actions to facilitate more efficient cure and determination results.

This is my first SC Housing Submission, what are the steps? **(ELIGIBILITY)**	Visit our Lending Partner Resources page on our website schousing.sc.gov /business-and-community-partners for Training Videos to include *Submitting your Loan for Underwriting Eligibility*.
Does SC Housing allow for escrow holdbacks? **(ELIGIBILITY)**	Yes. SC Housing does allow escrow holdbacks however; the lender is responsible for managing the holdback and ensuring that all required work is completed and properly inspected before the escrow funds are released.
My borrower filed taxes late and transcripts are not yet available how can we verify returns were received? **(ELIGIBILITY)**	For an electronically filed return, you may obtain the IRS e-file acceptance/acknowledgment from the tax preparer showing the return was accepted by the IRS, along with a complete signed copy of the filed return. If the return was mailed, obtain a complete signed copy of the return plus proof of delivery to the IRS, for example, USPS Certified Mail tracking or FedEx/UPS delivery confirmation showing it was delivered to the appropriate IRS location. If the borrower is due a refund, another good option is the IRS Where's My Refund? System, available on IRS.gov. It specifically displays a "Return Received" status.

How many pages should be uploaded for purchase file review? **(POST CLOSE)**	Ideally, no more than 150 pages, there may be occasions when more is warranted. Ie: final inspection or COE conditions.
How do I document RE Tax payment for current year? **(POST CLOSE)**	Title to complete a Property Tax Certification that is completed with last date paid and amount. Once Tax bills are issued by county (starting in Oct) evidence of paid receipt is required for file to move for purchase. SC Housing will not purchase a file without evidence of taxes paid for current year if bill is issued. (a new construction file & property was part of a bigger parcel, a written statement from Closing Title that states builder will pay ___20…____ year taxes in parcel payment. This will suffice to clear that requirement).
When are CL100 damages or observances needed to be repaired? **(POST CLOSE)**	Any / All items found by a licensed inspector are needed to be taken care of or comment placed by inspector that no repairs are required is needed.

SC Housing Contact Information

Lender Help Desk	mortgageproduction@schousing.com	____**803.896.2211**
Lock Desk	lockdesk@schousing.com	**803.898.2057**
Post-Closing/Purchase	postclosing@schousing.com	
Underwriting Questions/ File Submission/Status	underwriting@schousing.com	

SC Housing ID's

FHA – 4723009993 **VA – 679535** **USDA – 591585639** **MERS - 1008745** **SC Housing EIN 59-1585639**