



Participating Lender Trailing Documents/Post-Closing Documents Staff Listing

New Hampshire Housing wants to ensure our communication with lenders is working for lenders and for New Hampshire Housing. Generally, New Hampshire Housing will communicate with lender staff that perform the day-to-day post-closing functions. There are times, however, that the lender or New Hampshire Housing may want contact between New Hampshire Housing and lender management to address performance challenges.

Therefore, please provide the names and contact information for:

1. The staff working on the day-to-day post-closing process;
2. The management who should be included on reports or contacted when there are performance challenges; and
3. The staff to whom New Hampshire Housing will send billings statements for penalties and costs.

Lenders should update this form as staffing changes.

NAME	TITLE	EMAIL	PHONE
Day-to-day post-closing staff			
Supervisors/Management			
Contact for billing statements			
Legal Counsel*			

Date: _____

Submitted by: _____

* To be used when attempts to receive trailing documents are not successful.