

# Idaho Housing and Finance Association

MASTER SERVICER for

## Washington State Housing Finance Commission (WSHFC)

Loan Programs Serviced

**House Key Program (ALL)**- HFA Preferred, HFA Advantage, FHA, VA and RD/USDA

**Home Advantage Program (All Conv)** - HFA Preferred and HFA Advantage

**Home Advantage Program (GOV Over 45% DTI)** - FHA, VA and RD/USDA

WSHFC Emphasys <https://lenders.wshfc.org/Bin/Display.exe/ShowSection>

### **Idaho Housing and Finance Association**

565 Myrtle Street, Boise, ID 83702 Ph# 1.800.219.2285

Monday thru Friday: 8am to 5pm (Mountain Time) Closed on certain holidays

**Tax ID#:** 82-03023333 Branch 001 **MERS ID#:** 1009670 **HUD ID#:** 10101-09998 **VA ID#:** 9250990000

**RD ID #:** 82-0302333 Branch 001 **Corelogic ID#:** 2503177 **ServiceLink ID#:** 1000167877

**Lender Connection:** <https://www.lenderwa.com>

**Borrower Connection:** <https://www.borrowerwa.com>

**Contacts:** Leslie Asin  
Loan Acquisition Supervisor  
Ph# 208.331.4840 Email: [lesliea@ihfa.org](mailto:lesliea@ihfa.org)

Rita Aafedt  
Loan Acquisition Manager  
Ph# 208.424.7048 Email: [ritaa@ihfa.org](mailto:ritaa@ihfa.org)

#### **1<sup>st</sup> Note Endorsement: Pay To The Order of:**

Idaho Housing and Finance Association  
(No Ampersand sign, must spell out "and") Without Recourse  
Lender Name as it appears on the Note  
Lender Signature  
Signatory's typed name and title

#### **Deliver Original Note(s) to:**

Idaho Housing and Finance Association  
Attn: Doc Center  
565 W. Myrtle Street  
Boise, ID 83702  
**WSHFC DPA 2<sup>nd</sup> and 3<sup>rd</sup> Notes should not be endorsed**

#### **The Washington IHFA checklist can be found on the home page in Lender Connection**

- Please stack the loan file in the order of the checklist

#### **Borrower's Payments/Servicing Questions (Goodbye Letter)**

HomeLoanServ  
P.O. Box 7541, Boise, ID 83707-1899  
Ph# 1.800.526.7145  
Email Servicing Questions: [support@homeloanserv.com](mailto:support@homeloanserv.com)

Overnight Payment Address:  
565 W Myrtle Street, Boise, ID 83702  
Online Banking: [www.homeloanserv.com](http://www.homeloanserv.com)

#### **Hazard and Flood Insurance Requirements**

Minimum Coverage amount: Equal to the loan amount or replacement cost.  
Hazard Insurance Maximum Deductible: 5% (Based on face amount of coverage.)  
Flood Insurance Maximum Deductible: \$10,000.00

#### **Mortgagee Clause for Hazard Insurance, Flood Insurance and Master Condo/PUD Insurance**

HomeLoanServ, ISAOA/ATIMA *Must include IHFA Loan Number*  
PO Box 818007, Cleveland, OH 44181 Fax: 888-218-9257 Email: [insdocs8263@oscis.com](mailto:insdocs8263@oscis.com)

#### **Flood Determination**

Transfer to: HomeLoanServ, PO Box 7899, Boise, ID 83707 w/IHFA Loan Number

#### **Loans Purchased within 15 Days of 1<sup>st</sup> Payment Due Date**

- 1<sup>st</sup> payment netted out of the purchase amount - Lender retains 1<sup>st</sup> payment

**Post Purchase Ins & Tax Bills:** [servicing@homeloanserv.com](mailto:servicing@homeloanserv.com) - **Post Purchase Reimbursements:** [hol-adjustments@ihfa.org](mailto:hol-adjustments@ihfa.org)

#### **Trailing Documents due within 90 Days of Loan Purchase**

- Original Recorded Deed of Trust(s) (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> if applicable) *to be delivered.*
  - Final Title Insurance Policy *to be uploaded to Lender Connection as a **Trailing Document***
  - MIC, RD Loan Note Guaranty, VA LGC (if applicable) *to be uploaded to Lender Connection as a **Trailing Document***
- Document Center Email: [doccenter@ihfa.org](mailto:doccenter@ihfa.org)