

## **Gift Affidavit**

Loan Number: \_\_\_\_\_

I/We \_\_\_\_\_ do hereby certify that I/we are making a gift of

\_\_\_\_\_  
Name(s) of gift fund donor(s)

\$ \_\_\_\_\_ to my/our \_\_\_\_\_ to be applied toward the purchase of the

\_\_\_\_\_  
List relationship of borrower(s)

following property:

\_\_\_\_\_

I/we certify that there is no repayment expected or implied on the gift funds, either in the form of cash or by future services. I/we certify that these gift funds are/were not made available from any person or entity with an interest in the subject property including the seller(s), real estate agent(s), broker(s), lender(s), builder or loan officer.

\_\_\_\_\_  
\* Donor Signature(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
\* Donor Signature(s)

\_\_\_\_\_  
Date

Donor name(s): \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Donor Telephone: \_\_\_\_\_

Donor Email Address (if applicable): \_\_\_\_\_

\_\_\_\_\_  
Borrower Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Co-Borrower Signature

\_\_\_\_\_  
Date

# Gift Funds – Documentation Requirements

Current as of 01/27/2016

The documentation requirements associated with gift funds varies based upon the loan program for which the borrower has applied and is further explained below.

Gift Documentation Requirements	
<b>Conventional, USDA or VA Loan Program</b>	<p>Provide fully executed Gift Affidavit with all data fields completed.</p> <p>Verify that sufficient funds to cover the gift are either</p> <ul style="list-style-type: none"> <li>• in the donor's account <b>or</b></li> <li>• have been transferred to the borrower's account.</li> </ul> <p>Acceptable documentation includes the following:</p> <ul style="list-style-type: none"> <li>• a copy of the donor's check <b>and</b> the borrower's deposit slip, <b>or</b></li> <li>• a copy of the donor's withdrawal slip <b>and</b> the borrower's deposit slip, <b>or</b></li> <li>• a copy of the donor's cashier/certified/other official check to the closing agent, <b>or</b></li> <li>• Copy of the HUD-1 Settlement Statement or Closing Disclosure showing receipt of the donor's cashier/certified/other official check.</li> </ul>
<b>FHA Loan Program</b>	<p>Verify and document the transfer of gift funds from the donor to the Borrower in accordance with the requirements below.</p> <p><b>Gift Funds Already Received and Deposited in Borrower's Account:</b></p> <ul style="list-style-type: none"> <li>• Fully executed Gift Affidavit with all data fields completed and</li> <li>• Donor's complete monthly/quarterly/annual bank statement showing the withdrawal of gift funds <b>and</b></li> <li>• Evidence of the deposit of same amount to the Borrower's account.</li> </ul> <p><b>Gift Funds not yet Deposited to Borrower's account:</b></p> <ul style="list-style-type: none"> <li>• Fully executed Gift Affidavit with all data fields completed and</li> <li>• Donor's complete monthly/quarterly/annual bank statement showing withdrawal of funds <b>and</b></li> <li>• Copy of certified check, money order, cashier's check or cancelled check in the amount indicated in the gift letter <b>and</b></li> <li>• Deposit receipt showing deposit to borrower's account for the amount indicated in the gift letter, <b>or</b> <ul style="list-style-type: none"> <li>○ Donor's complete monthly/quarterly/annual bank statement showing withdrawal of funds <b>and</b></li> <li>○ Copy of incoming wire receipt showing deposit of funds to borrower's account.</li> </ul> </li> </ul> <p><b>Gift Funds Will be Wired from Donor to Closing Agent:</b></p> <ul style="list-style-type: none"> <li>• Fully executed Gift Affidavit with all data fields completed <b>and</b></li> <li>• Copy of donor's complete monthly/quarterly/annual bank statement showing funds available for gift <b>and</b></li> <li>• Copy of donor's statement or acceptable printout showing wire withdrawal <b>and</b></li> <li>• Copy of closing agent's incoming wire receipt from donor's account for the same amount indicated in the gift letter.</li> </ul> <p>The Closing Disclosure/Settlement Statement must reflect wired gift funds in the amount matching the gift letter and wire receipt.</p>