

**Montana Board of Housing (the Board or MBOH)**  
**MORTGAGE CREDIT CERTIFICATE (MCC) PROGRAM**  
**MCC RE-ISSUANCE APPLICATION AND AFFIDAVIT**  
**(Please print or Type)**

Borrower Name \_\_\_\_\_

Co-Borrower Name \_\_\_\_\_

Contact Phone Number \_\_\_\_\_

Contact Email Address \_\_\_\_\_

Property Address \_\_\_\_\_

Mailing Address (If different) \_\_\_\_\_

City, State, Zip \_\_\_\_\_

In support of my request for a Re-issued Mortgage Credit Certificate, I (inclusive of all borrowers) hereby submit the following:

1. A Certified check, cashier's check or Money Order payable to the Montana Board of Housing for the re-issuance fee in the amount of \$100.00 (one hundred dollars); and
2. A copy of the payoff statement detailing the principal balance pay-off of the original MCC loan; and
3. A copy of the final signed Closing Disclosure Statement for the new loan; and
4. A copy of the signed Promissory Note (with all riders, addenda, and/or modifications) for the new loan; and
5. The original, or (if lost) a copy of the Mortgage Credit Certificate originally issued by MBOH to me as Borrower; and
6. If not all the original borrowers are on the new loan due to divorce or death, a copy of the Decree of Divorce or Death Certificate

All required documentation must be sent to:

MONTANA BOARD OF HOUSING  
ATTN: MCC RE-ISSUANCE  
PO BOX 200528  
HELENA, MT 59620-0528

## **MORTGAGE CREDIT CERTIFICATE PROGRAM (MCC) RE- ISSUANCE REQUEST AFFIDAVIT**

The undersigned, as an essential part of the application for the Re-issued Mortgage Credit Certificate, hereby swears or affirms to the Montana Board of Housing that:

1. The property described in the address on the application is the same property for which I was originally issued a Mortgage Credit Certificate (MCC) and continues to be my principal residence. No more than 15% of the area of the residence will be used in a trade or business.
2. The Mortgage Credit Certificate has not been revoked.
3. Except only for reason of death or divorce, I am the same person to whom the original MCC was issued.
4. I have refinanced my mortgage one or more times and am requesting that my MCC be re-issued for my new mortgage indebtedness, or such portion thereof as does not exceed the remaining outstanding balance of the certified mortgage indebtedness specified on the original MCC.
5. I understand that the re-issued MCC, if issued, will entitle me to an annual federal tax credit no greater than what we would have been eligible for under the terms and conditions of the original MCC.
6. I understand that the recapture provisions of my original MCC, under which I may incur a tax liability in the year that I sell the residence (or otherwise transfer to someone else), are still valid and in full effect.
7. I was not restricted as to which lender I used to refinance my mortgage loan and this lender did not provide a personal loan to me.
8. No part of the funding for the refinancing is from qualified mortgage revenue bonds or qualified veteran's mortgage bonds.

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_  
(Borrower) \_\_\_\_\_ (Co-Borrower) \_\_\_\_\_

STATE OF MONTANA )  
 )ss

County of \_\_\_\_\_ )  
 On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary

Public in and for the State of Montana, personally appeared \_\_\_\_\_  
 \_\_\_\_\_, and acknowledged to me that \_\_\_\_\_  
executed the within document.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official notary seal the day and year first above written.

\_\_\_\_\_  
Notary Public for the State of Montana  
Residing at \_\_\_\_\_  
My Commission expires: \_\_\_\_\_