

## **BMO MORTGAGE CHECKLIST**

A step by step process of what needs to happen if you will be building a house, or putting in a modular, in regards to lending, and subsidies.

1. Make sure you have a house plan, with total costs from a contractor. If you would like to go with a modular, a quote from the dealer, with extra costs (delivery, setup) will suffice. Lake Country Mobile Homes (SRI Homes) <http://www.lcmhomes.com/>, or Care Free Modular Homes [www.carefreehomes.ca](http://www.carefreehomes.ca) are a couple that we have dealt with before. A side note: Band members have a discount at Lake Country Mobile Homes because the SRI models are built on reserve lands.
2. Make sure that the land, including the right of way are in your name, if you will be getting a home loan through BMO this land and right of way will need to be transferred into the Bands name before Chief & Council will approve the loan guarantee.
3. Contact our mortgage specialist with BMO, Andrea Smith phone 250-540- 3057 fax 250-549-4010 email: [andrea.j.smith@bmo.com](mailto:andrea.j.smith@bmo.com)
4. Once you are pre-approved, the OKIB Housing Department will apply for your subsidy. The housing department needs the following to apply:
  - a. House Plan/Quote
  - b. Proof of Pre-approval or Savings to equal amount of builders/modular quote
  - c. Environmental Screening (will the environment be affected, example, will there be trees to knock down?)
  - d. Inspector's name, with qualifications. If an inspector is needed we have an in-house inspector that can be hired
5. The proper Agreements and Band Council Resolutions will be presented to Council, for them to make a decision on guaranteeing the Home Loan.
6. If approved, the Agreement will be given to you. This Agreement will need to be read and signed with a lawyer that you hire, to ensure that you know what you are signing. We have a list of lawyers that are familiar with this process.
7. All forms will be then sent to BMO, and within a few days BMO will contact you to come in to sign all Home Loan Documents.
8. BMO will release the payment on the closing date.

If you have any other questions, you can call, or email me anytime.

Martina Lewis  
Housing Officer  
250-542-3444  
extension 410  
[martina.lewis@okanagan.org](mailto:martina.lewis@okanagan.org)

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### **Other things that will help:**

1. For a water connection to the OKIB water system, contact Roger, this fee is approx. \$1200. 542-3444.
2. For septic systems, contact a ROWP, a local company is Grand Valley, 250-308-6295
3. For power, contact BC Hydro, it is usually about \$1000 a pole.