WASHINGTON STATE HOUSING FINANCE COMMISSION

HERE to HOME

House Key Opportunity Job Aid

June 8th, 2026

This is a summary of streamlined information to help make the program more accessible. All guidelines from the manuals apply and supersede any information presented here.

Features of House Key

- Below market 1st mortgage rates
- Acquisition cost and income limits apply
- **Two** separate income tests, using different methods (Application & Household Income), must pass **both** tests
- Pull the most current version of this document here

How to Qualify & Submit Borrowers

1) Is the borrower a 1st time buyer? Have **they *not owned a Primary residence in the last 3 years?***[1,5]

2) Are they under the **Application Income Limit**[2,3] for the Opportunity DPA 2nd? (Effective 6/08/2026)

County	1-2 Person Household	3+ Persons Household
King/Snohomish	$93,350	$116,650
Clark/Kitsap/Pierce/Skamania	$83,000	$103,700
Thurston/Whatcom	$78,600	$98,250
All other counties	$67,450	$84,300

3) Are they under the **Household Income Limit**[4 & 5] for the House Key 1st mortgage? (Effective 9/15/2025)

County	1-2 Person Household	3+ Person Household
Clark/Skamania	$118,000	$135,000
King/Snohomish	$175,000	$200,000
Kitsap	$118,000	$135,000
Pierce	$130,000	$155,000
All other counties	$118,000	$135,000

4) Is the **Acquisition Cost**[5] under the Limit? (Effective 9/15/2025)

County	Acquisition Cost Limit
Clark/Skamania	$550,000
Island/Kitsap/Skagit/Thurston	$550,000
King/Pierce/Snohomish	$725,000
Whatcom	$600,000
All other counties	$500,000

5) How to **Reserve** the file (lock the loan)
   a. Check HK Rates here: https://heretohome.org/rates/
   b. How to: Make a Reservation Video
   c. Lender Online
6) How to **Submit** the file
   a. Checklist for loan package: https://heretohome.org/wp-admin/admin-ajax.php?juwpfisadmin=false&action=wpfd&task=file.download&wpfd_category_id=366&wpfd_file_id=23225761&token=&preview=1
   b. How to: Submit the Loan Package
7) How to: Check your Loan Status

Important:

Loan must also meet full program manual for House Key.

Please verify you have the most current version of this from our website, feel free to email Dietrich.Schmitz@wshfc.org if you have any questions.

Footnotes:

[1] If borrower has not owned AND occupied a residence in the last 3 years, they are considered a first-time home buyer. Three years tax returns showing no mortgage interest tax deduction and credit reports are required (including spouse) to document first time homebuyer status. Veterans who have an honorable discharge do not need to be a first-time homebuyer.

[2] Application Income (aka Qualifying Income) is the income the borrower is qualifying with per the lender's loan application, AUS findings, and underwriter's approval.

[3] Borrower can also qualify on step 2 if a) The home is never-occupied, new construction without DPA b) Qualifying for income based on the other eligible Commission DPAs

that can be used with House Key or c) using a Community Seconds program previously used with the House Key Opportunity program

[4] Household Income (aka Compliance Income) is all income that will be earned by everyone living in the home age of 18 or over, whether or not they are on the loan application. We look at the highest pay for the coming 12 months which includes future projected raises.

[5] Target areas may have higher 1st mortgage income and acquisition limits. Borrowers purchasing in Target areas do not need to be first-time home buyers. Please see House Key manual for full details.