



OKLAHOMA HOUSING FINANCE AGENCY

Advantage Regulations: Reservations and OHFA Online

RE-04: Canceling a Reservation

Effective 5/10/01

A reservation can be canceled two ways: canceling online or requesting a cancellation through OHFA. The only way a reservation can be canceled online is by the user who originally reserved the loan. The system will not let you cancel a reservation made by another user. If the loan has been successfully canceled online, you will receive a notification after you submit the request.

Once the reservation has a change in status (i.e. moved from a waiting list to reserved funds or the code compliance file is received), the lender cannot cancel it, only OHFA has the authority. For OHFA to cancel a reservation we need a written document (fax or email) stating the borrower's name, reservation number and the reason for the cancellation.