



MEMORANDUM

VIA E-MAIL

TO: WVHDF Participating Lenders

FROM: Justin Hylbert  
Business Development and Loan Origination Manager

DATE: Tuesday, December 30, 2025

SUBJECT: Office Closure January 2, 2026, and Funding Requests

The office of West Virginia Housing Development Fund will now be closed Thursday *and* Friday, January 1 – 2, 2026, and resume normal business on Monday, January 5.

As previously announced, funds needed for closings on Thursday and Friday (1/1 and 1/2) must be requested by 2:00 p.m. today – Tuesday, December 30.

Funds needed for closings on Monday, January 5, must be requested by 2:00 p.m. Wednesday, December 31.