

**FHA Loan Underwriting and Transmittal Summary**

**U.S Department of Housing and Urban Development**

OBM Approval No. 2502 - 0059

expires (11/30/2010)

See back of page for Public Burden and Sensitive Information statements

Office of Housing Federal Housing Commissioner

**Borrower and Property Information**

FHA Case No. \_\_\_\_\_

SOA \_\_\_\_\_

Borrower Name \_\_\_\_\_ SSN \_\_\_\_\_  
 Co-Borrower Name \_\_\_\_\_ SSN \_\_\_\_\_  
 Property Address \_\_\_\_\_

**Property Type** (Check only 1)

- 1 unit     2 units     3 - 4 units  
 Condominium     Co-op  
 Manufactured Housing

**Additional Property Information**

Sales Price \$ \_\_\_\_\_  
 Appraised Value \$ \_\_\_\_\_

**Property Rights**

- Fee Simple  
 Leasehold

**Construction**

- Existing  
 Proposed  
 New (less than 1 year)

**Mortgage Information**

**Amortization Type** (Check only 1)

- Fixed-Rate-Monthly Payments  
 ARM 1\_, 3\_, 5\_, 7\_, or 10\_ yr  
 ARM Index \_\_\_\_\_  
 ARM Margin \_\_\_\_\_ %  
 Int. Rate Buydown

**Loan Purpose** (Check all that apply)

- Purchase  
 No Cash-Out Refinance  
 Cash-Out Refinance  
 Streamline Refinance  
 w/appraisal  
 w/o appraisal  
 Construction-to-Permanent  
 Energy Efficient Mortgage  
 Building On Own Land  
 HUD REO  
 203(k)  
 Other

**Secondary Financing**

Source/EIN \_\_\_\_\_  
 Gov't     NP     Family  
 Other \_\_\_\_\_

Amount of Secondary Financing \$ \_\_\_\_\_

**Loan Information**

Mortgage w/o UFMIP \$ \_\_\_\_\_  
 Total UFMIP \$ \_\_\_\_\_  
 Mortgage w/ UFMIP \$ \_\_\_\_\_ **0**  
 Interest Rate \_\_\_\_\_ %  
 Qualifying Rate \_\_\_\_\_ %  
 (1 Yr. ARM)  
 Loan Term (in months) \_\_\_\_\_

**Gifts** Seller Funded DAP  N

1.) Source/EIN \_\_\_\_\_  
 Gov't     NP     Family  
 Other \_\_\_\_\_

Amount of Gift \$ \_\_\_\_\_

2.) Source/EIN \_\_\_\_\_  
 Gov't     NP     Family  
 Other \_\_\_\_\_

Amount of Gift \$ \_\_\_\_\_

**Underwriting Information**

| Monthly Income    | Borrower | Co-Borrower | Total    |
|-------------------|----------|-------------|----------|
| Base Income       | \$ _____ | \$ _____    | \$ _____ |
| Other Income      | \$ _____ | \$ _____    | \$ _____ |
| Net Rental Income | \$ _____ | \$ _____    | \$ _____ |
| Total Income      | \$ _____ | \$ _____    | \$ _____ |

**Debts & Obligations**

|                            | Monthly  | Unpaid Balance |
|----------------------------|----------|----------------|
| Total Installment debt     | \$ _____ | \$ _____       |
| Child Support              | \$ _____ | \$ _____       |
| Negative Rental Cash Flow  | \$ _____ | \$ _____       |
| All other monthly payments | \$ _____ | \$ _____       |
| Total Fixed Payment        | \$ _____ |                |

**Borrower Funds to Close**

Required \$ \_\_\_\_\_  
 Verified Assets \$ \_\_\_\_\_  
 Closing Costs \$ \_\_\_\_\_  
 Source of Funds \_\_\_\_\_  
 No. of Months in Reserves \_\_\_\_\_  
 Seller Contribution \_\_\_\_\_ %

**Underwriter Comments**

**Proposed Monthly Payments**

**Borrowers Primary Residence**

First Mortgage P&I \$ \_\_\_\_\_  
 Monthly MIP \$ \_\_\_\_\_  
 HOA Fees \$ \_\_\_\_\_  
 Lease/Ground Rent \$ \_\_\_\_\_  
 Second Mortgage P&I \$ \_\_\_\_\_  
 Hazard Insurance \$ \_\_\_\_\_  
 Taxes & Special Assessments \$ \_\_\_\_\_  
 Total Mortgage Payment \$ \_\_\_\_\_

**Qualifying Ratios**

LTV \_\_\_\_\_ %  
 CLTV (if 2nd permitted) \_\_\_\_\_ %  
 Mortgage Payment-to-income \_\_\_\_\_ %  
 Total Fixed Payment-to-Income \_\_\_\_\_ %

**Borrower**    **Co-Borrower**  
 CAIVRS # \_\_\_\_\_  
 LDP/GSA  yes  no     yes  no

**Underwriter's signature & date (if required)**

X

**CHUMS ID #**

**Risk Assessment**

Scored by TOTAL?  yes  no    Risk Class  A/A or  Refer

**CHUMS ID # for Reviewer of appraisal** \_\_\_\_\_

(Required for loans scored by TOTAL with risk class A/A or loans where the appraisal and credit reviews are performed by different underwriters.)

# FHA Loan Underwriting and Transmittal Summary

# U.S Department of Housing and Urban Development

## Office of Housing Federal Housing Commissioner

This information is required to determine the eligibility of FHA mortgage insurance applicants. Public reporting burden for this collection of information is estimated to average 6 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number. Sensitive Information: The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats or hazards to their security or integrity which could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained.

### Borrower and Property Information

SOA: Lenders must enter the Section of the Act under which the mortgage is to be insured.

### Mortgage Information

Interest Rate: Lenders must enter the rate for fixed rate mortgages or the initial rate for 3, 5, 7, and 10 year ARMs.

ARM Index: Lenders must enter the name of the index used.

Total UFMP: Lenders must enter the amount being financed into the loan (i.e. exclude cents).

Qualifying Rate: Lenders must enter the interest rate used to qualify a borrower for a 1 year ARM.

Loan Purpose: Lenders must check all loan purpose types that apply (e.g. the purchase of a property owned by HUD should have both the Purchase and HUD REO boxes checked).

Secondary Financing: Lenders must indicate the source type. If indicating a nonprofit (NP) or government agency (Gov't), they must also enter in the Employer Identification Number (EIN) for the entity. When indicating Other, lenders must identify the type, e.g. employer, labor union, and enter in the EIN (if applicable).

Seller-Funded DAP: Lenders must indicate whether any of the gift funds are derived from such a program by entering Y.

Gifts: Lenders must indicate the source type(s). If indicating a nonprofit (NP) or government agency (Gov't), they must also enter in the Employer Identification Number (EIN) for the entity. When indicating Other, lenders must identify the type(s), e.g. employer, labor union, and enter in the EIN (if applicable).

### Underwriting Information

Negative Rental Cash Flow: If there is negative rental cash flow for the subject property and/or other properties owned by the borrower, the lender must enter the total dollar amount.

Total Fixed Payment: All debts and obligations, including the proposed housing payment.

Borrower Funds to Close Required: Lenders must enter the total amount that the borrower is required to pay at closing. If the borrower is receiving cash back, the amount should be in parentheses.

Closing Costs: Lenders must enter the amount being paid by the borrower, which may include prepaid & non-recurring closing costs but not discount points.

No. of Months in Cash Reserves: Lenders must enter the number of months in reserves for 3 and 4 unit properties only.

Seller Contribution: Lenders must enter as a percentage of the sales price.

CHUMS ID# for Review of Appraisal: This captures the CHUMS ID of the underwriter who reviewed the appraisal. Completing this field is applicable when the underwriter who reviewed the appraisal is different from the one who reviewed the credit package (e.g. an Automated Underwriting System).

**FHA Loan Underwriting and Transmittal Summary**

**U.S Department of Housing and Urban Development**

OBM Approval No. 2502 - 0059

expires (11/30/2010)

See back of page for Public Burden and Sensitive Information statements

Office of Housing Federal Housing Commissioner

**Borrower and Property Information**

FHA Case No. \_\_\_\_\_

SOA \_\_\_\_\_

Borrower Name \_\_\_\_\_ SSN \_\_\_\_\_  
 Co-Borrower Name \_\_\_\_\_ SSN \_\_\_\_\_  
 Property Address \_\_\_\_\_

|   |  |  |   |
|---|--|--|---|
| <b>Property Type</b> (Check only 1)   | <b>Additional Property Information</b> | <b>Property Rights</b>                         | <b>Construction</b>                             |
| <input type="checkbox"/> 1 unit <input type="checkbox"/> 2 units <input type="checkbox"/> 3 - 4 units | Sales Price \$ _____                   | <input checked="" type="checkbox"/> Fee Simple | <input type="checkbox"/> Existing               |
| <input type="checkbox"/> Condominium <input type="checkbox"/> Co-op                                   | Appraised Value \$ _____               | <input type="checkbox"/> Leasehold             | <input type="checkbox"/> Proposed               |
| <input type="checkbox"/> Manufactured Housing   |  |  | <input type="checkbox"/> New (less than 1 year) |

**Mortgage Information**

|   |  |  |
|---|--|--|
| <b>Amortization Type</b> (Check only 1)                         | <b>Loan Purpose</b> (Check all that apply)         | <b>Secondary Financing</b>   |
| <input checked="" type="checkbox"/> Fixed-Rate-Monthly Payments | <input checked="" type="checkbox"/> Purchase       | Source/EIN _____   |
| <input type="checkbox"/> ARM 1_, 3_, 5_, 7_, or 10 _ yr         | <input type="checkbox"/> No Cash-Out Refinance     | <input type="checkbox"/> Gov't <input type="checkbox"/> NP <input type="checkbox"/> Family |
| ARM Index _____   | <input type="checkbox"/> Cash-Out Refinance        | <input type="checkbox"/> Other _____   |
| ARM Margin _____ %  | <input type="checkbox"/> Streamline Refinance      | Amount of Secondary Financing \$ _____   |
| <input type="checkbox"/> Int. Rate Buydown                      | <input type="checkbox"/> w/appraisal               | <b>Gifts</b> Seller Funded DAP <input checked="" type="checkbox"/> N                       |
|   | <input type="checkbox"/> w/o appraisal             | 1.) Source/EIN _____   |
| <b>Loan Information</b>   | <input type="checkbox"/> Construction-to-Permanent | <input type="checkbox"/> Gov't <input type="checkbox"/> NP <input type="checkbox"/> Family |
| Mortgage w/o UFMIP \$ _____                                     | <input type="checkbox"/> Energy Efficient Mortgage | <input type="checkbox"/> Other _____   |
| Total UFMIP \$ _____  | <input type="checkbox"/> Building On Own Land      | Amount of Gift \$ _____  |
| Mortgage w/ UFMIP \$ _____ <b>0</b>                             | <input type="checkbox"/> HUD REO                   | 2.) Source/EIN _____   |
| Interest Rate _____ %   | <input type="checkbox"/> 203(k)                    | <input type="checkbox"/> Gov't <input type="checkbox"/> NP <input type="checkbox"/> Family |
| Qualifying Rate _____ %   | <input type="checkbox"/> Other                     | <input type="checkbox"/> Other _____   |
| (1 Yr. ARM)   |  | Amount of Gift \$ _____  |
| Loan Term (in months) _____                                     |  |  |

**Underwriting Information**

|                                |                 |                       |              |  |
|--------------------------------|-----------------|-----------------------|--------------|--|
| <b>Monthly Income</b>          | <b>Borrower</b> | <b>Co-Borrower</b>    | <b>Total</b> | <b>Proposed Monthly Payments</b>                                 |
| Base Income                    | \$ _____        | \$ _____              | \$ _____     | <b>Borrowers Primary Residence</b>                               |
| Other Income                   | \$ _____        | \$ _____              | \$ _____     | First Mortgage P&I \$ _____                                      |
| Net Rental Income              | \$ _____        | \$ _____              | \$ _____     | Monthly MIP \$ _____   |
| Total Income                   | \$ _____        | \$ _____              | \$ _____     | HOA Fees \$ _____  |
|                                |                 |                       |              | Lease/Ground Rent \$ _____                                       |
| <b>Debts &amp; Obligations</b> | <b>Monthly</b>  | <b>Unpaid Balance</b> |              | Second Mortgage P&I \$ _____                                     |
| Total Installment debt         | \$ _____        | \$ _____              |              | Hazard Insurance \$ _____  |
| Child Support                  | \$ _____        | \$ _____              |              | Taxes & Special Assessments \$ _____                             |
| Negative Rental Cash Flow      | \$ _____        | \$ _____              |              | Total Mortgage Payment \$ _____                                  |
| All other monthly payments     | \$ _____        | \$ _____              |              |  |
| Total Fixed Payment            | \$ _____        | <b>0.00</b>           |              | <b>Qualifying Ratios</b>   |
| <b>Borrower Funds to Close</b> |                 |                       |              | LTV _____ %  |
| Required                       | \$ _____        |                       |              | CLTV (if 2nd permitted) _____ %                                  |
| Verified Assets                | \$ _____        |                       |              | Mortgage Payment-to-income _____ %                               |
| Closing Costs                  | \$ _____        |                       |              | Total Fixed Payment-to-Income _____ %                            |
| Source of Funds                | _____           |                       |              |  |
| No. of Months in Reserves      | _____           |                       |              |  |
| Seller Contribution            | _____ %         |                       |              | <b>Borrower</b>  |
| <b>Underwriter Comments</b>    |                 |                       |              | CAIVRS # _____   |
|                                |                 |                       |              | LDP/GSA <input type="checkbox"/> yes <input type="checkbox"/> no |
|                                |                 |                       |              | <b>Co-Borrower</b>   |
|                                |                 |                       |              | <input type="checkbox"/> yes <input type="checkbox"/> no         |

Underwriter's signature & date (if required)

X

CHUMS ID #

**Risk Assessment**

Scored by TOTAL?  yes  no Risk Class  A/A or  Refer

CHUMS ID # for Reviewer of appraisal \_\_\_\_\_

(Required for loans scored by TOTAL with risk class A/A or loans where the appraisal and credit reviews are performed by different underwriters.)

# Mortgage Credit Analysis Worksheet

## U.S. Department of Housing and Urban Development Office of Housing

OMB Approval No. 2502-0059  
(Expires 11/30/2010)

All numbered entries in \$ except where noted.

|              |                             |   |
|--------------|-----------------------------|---|
| Case Number: | Section of the Housing Act: | Check one:<br><input type="checkbox"/> Existing Construction <input type="checkbox"/> Proposed Construction |
|--------------|-----------------------------|---|

|                         |                             |  |
|-------------------------|-----------------------------|--|
| 1a. Borrower's name:    | 2a. Social Security Number: |  |
| 1b. Co-Borrower's name: | 2b. Social Security Number: |  |

|   |                              |                                   |   |   |
|---|------------------------------|-----------------------------------|---|---|
| 3a. Mortgage <b>without</b> Up-front MIP ■: | 3b. Total UFMIP ■:           | 3c. Mortgage <b>with</b> UFMIP ■: | 4. Appraised Value (without CC) ■:<br><br><b>0.00</b> | 5. a. Total Closing Costs(CC) ■:<br>- b. Paid by Seller ■:<br>= c. Borrower's CC ■: |
| 6. Current housing expenses ■:              | 7. Term of loan: _____ Years | 8. Interest rate: _____ %         | 9. Adj. buy-down interest rate ■: _____ %             |   |

|   |  |   |  |
|---|--|---|--|
| <b>10. Settlement requirements/Mortgage calculation</b><br><b>*For refinances, see Instructions on reverse</b><br>a. Contract Sales Price ■<br>b. Repairs & Improvements ■<br>c. Borrower-paid Closing Costs (from line 5c)<br>d. Sales Concessions (Subtract) ■<br>e. Mortgage Basis (Sum of Lines 10a+b+c minus 10d) ■<br>f. (1) Multiply Mort. Basis (line 10e) by 97/95/90% (if \$50,000 or less, multiply by 97%) ■<br>(2) Multiply the Value (line 4) by 97.75% (if \$50,000 or less, multiply by 98.75%) ■<br>g. Mortgage (without UFMIP) <b>Note:</b> this may not exceed the lesser of line 10f(1) or 10f(2) ■<br>h. Required investment (line 10e minus line 10g) ■<br>i. Discounts ■<br>j. Prepayable expenses ■<br>k. MIP paid in cash ■<br>l. Non-Realty and other items (see 10d)<br>m. Total requirements:(sum of lines 10h-10l) ■<br>n. Amount paid in <input type="checkbox"/> Cash <input type="checkbox"/> Other (explain)<br>o. Amount <b>to be</b> paid in <input type="checkbox"/> Cash <input type="checkbox"/> Other ■<br>p. Assets available ■<br>q. 2nd mortgage proceeds (if applicable) | <b>12. Debts &amp; Obligations</b><br>a. Total installment debt ■<br>b. Child support, etc.<br>c. Other<br>d. Total monthly payments   | Monthly Payment<br>Unpaid Balance                                       |  |
| <b>11. Monthly Effective Income</b><br>a. Borrower's base pay ■<br>b. Borrower's other earnings (explain) ■<br>c. Co-borrower's base pay ■<br>d. Co-borrower's other earnings (explain) ■<br>e. Net income from real estate ■<br>f. Gross monthly income ■  | <b>13. Future monthly payments</b><br>a. Principal & interest - 1st mortgage<br>b. Monthly MIP ■<br>c. Homeowners Association Fee ■<br>d. Ground rent<br>e. Principal & interest - 2nd mortgage<br>f. Hazard insurance ■<br>g. Taxes & special assessments ■<br>h. Total mortgage payment ■<br>i. Recurring expenses (from line 12d) ■<br>j. Total fixed payment ■ |   |  |
|   | <b>14. Ratios</b><br>a. Loan-to-value (line 10g/line 4) _____ %<br>b. Mortgage payment-to-income (line 13h/line 11f) _____ %<br>c. Total fixed payment-to-income (line 13j/line 11f) _____ %   |   |  |
|   | <b>15. Borrower rating</b> (enter "A" for acceptable or "R" for reject)<br>a. Credit characteristics ■<br>b. Adequacy of effective income ■<br>c. Stability of effective income ■<br>d. Adequacy of available assets ■   |   |  |
|   | <b>16. Borrower's CAIVRS #:</b> _____<br>LDP/GSA (page no. & date) _____   | <b>Co-Borrower's CAIVRS #:</b> _____<br>LDP/GSA (page no. & date) _____ |  |

|  |  |
|--|--|
| Remarks (attach additional paper if needed): | Total Amount of Gifts:<br>\$ _____<br><br><b>Attachment A Information:</b><br>A1. Contract Sales Price of Property: (line 10a above) _____<br>A2. 6% of line A1: _____<br>A3. Total Seller Contribution: _____<br>A4. Excess Contribution: _____ |
|--|--|

|  |  |   |                           |
|--|--|---|---------------------------|
| <b>17. Final Application decision</b><br><input type="checkbox"/> Approved<br><input checked="" type="checkbox"/> Reject | <b>18. Examiner's signature &amp; date:</b><br>_____ X | <b>19. Underwriter's signature &amp; date:</b><br>_____ X | <b>CHUMS ID#</b><br>_____ |
|--|--|---|---------------------------|

This information is required to determine the eligibility of FHA mortgage insurance applicants.

**Public reporting burden** for this collection of information is estimated to average 0.1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

**Sensitive Information:** The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats or hazards to their security or integrity which could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained.

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The Mortgage Credit Analysis Worksheet has been revised to reflect changes to the percentage of financeable closing costs. Several of the more important changes are discussed below:

Line 5 Closing Costs: On line 5a, show the total buyer's closing costs of the transaction. On line 5b, subtract any amount of buyer's closing costs paid by the seller. Line 5c is the total amount of borrower-paid financeable closing cost. Borrower-paid closing costs will be added on line 10c.

Line 10d (Subtract Sales Concessions): Refers to seller-paid prepaid items, personal property items, seller concession exceeding 6% from Attachment A, etc. This does not include seller-paid closing costs from line 5b. This amount should also appear on line 101 to correctly determine total cash requirements.

Line 10f (1) Multiply Mortgage Basis: Multiply the amount on line 10e by 97% on the first \$25,000, 95% on the amount between \$25,000 and \$125,000, and 90% on the remainder. (However, if line 10e is \$50,000 or less, multiply the entire amount by 97%.) Note: If the value is less than sales price, then multiply the value plus closing costs by the amounts described above.  
Certain types of loans (e.g., 90% new construction loans, loans to Veterans, etc.), may require alternative calculations on line 10f (1). Such variations must be indicated in the "remarks" section of the worksheet.

Line 10f (2) Do not complete for loans to Veterans under §203(b)(2)

**\* Notes on Refinances:** The following instructions should be substituted on the appropriate line for refinance transactions.

Line 10a. Unpaid Principal Balance

Line 10b. (Repairs not allowable on streamline refinances.)

Line 10c. Add borrower's closing costs and discount point.

Line 10d. (Subtract MIP Refund, if appropriate)

Line 10f (1) Add Appraised Value and Closing Costs; then multiply by appropriate LTV Ratio (i.e., 97/95, 85% for cash-out refinances, etc.)

Line 10g. Mortgage (without UFMIP) Note: This may not exceed lowest of lines 10e, 10f (1) or 10f (2).

# Mortgage Credit Analysis Worksheet

## U.S. Department of Housing and Urban Development Office of Housing

OMB Approval No. 2502-0059  
(Expires 11/30/2010)

All numbered entries in \$ except where noted.

|              |                             |   |
|--------------|-----------------------------|---|
| Case Number: | Section of the Housing Act: | Check one:<br><input type="checkbox"/> Existing Construction <input type="checkbox"/> Proposed Construction |
|--------------|-----------------------------|---|

|                         |                             |  |
|-------------------------|-----------------------------|--|
| 1a. Borrower's name:    | 2a. Social Security Number: |  |
| 1b. Co-Borrower's name: | 2b. Social Security Number: |  |

|   |                              |                                   |   |   |
|---|------------------------------|-----------------------------------|---|---|
| 3a. Mortgage <b>without</b> Up-front MIP ■: | 3b. Total UFMIP ■:           | 3c. Mortgage <b>with</b> UFMIP ■: | 4. Appraised Value (without CC) ■:<br><br><b>0.00</b> | 5. a. Total Closing Costs(CC) ■:<br>- b. Paid by Seller ■:<br>= c. Borrower's CC ■: |
| 6. Current housing expenses ■:              | 7. Term of loan: _____ Years | 8. Interest rate: _____ %         | 9. Adj. buy-down interest rate ■: _____ %             |   |

|   |  |   |  |
|---|--|---|--|
| <b>10. Settlement requirements/Mortgage calculation</b><br><b>*For refinances, see Instructions on reverse</b><br>a. Contract Sales Price ■<br>b. Repairs & Improvements ■<br>c. Borrower-paid Closing Costs (from line 5c)<br>d. Sales Concessions (Subtract) ■<br>e. Mortgage Basis (Sum of Lines 10a+b+c minus 10d) ■<br>f. (1) Multiply Mort. Basis (line 10e) by 97/95/90% (if \$50,000 or less, multiply by 97%) ■<br>(2) Multiply the Value (line 4) by 97.75% (if \$50,000 or less, multiply by 98.75%) ■<br>g. Mortgage (without UFMIP) <b>Note:</b> this may not exceed the lesser of line 10f(1) or 10f(2) ■<br>h. Required investment (line 10e minus line 10g) ■<br>i. Discounts ■<br>j. Prepayable expenses ■<br>k. MIP paid in cash ■<br>l. Non-Realty and other items (see 10d)<br>m. Total requirements:(sum of lines 10h-10l) ■<br>n. Amount paid in <input type="checkbox"/> Cash <input type="checkbox"/> Other (explain)<br>o. Amount <b>to be</b> paid in <input type="checkbox"/> Cash <input type="checkbox"/> Other ■<br>p. Assets available ■<br>q. 2nd mortgage proceeds (if applicable) | <b>12. Debts &amp; Obligations</b><br>a. Total installment debt ■<br>b. Child support, etc.<br>c. Other<br>d. Total monthly payments   | Monthly Payment<br>Unpaid Balance                                       |  |
| <b>11. Monthly Effective Income</b><br>a. Borrower's base pay ■<br>b. Borrower's other earnings (explain) ■<br>c. Co-borrower's base pay ■<br>d. Co-borrower's other earnings (explain) ■<br>e. Net income from real estate ■<br>f. Gross monthly income ■  | <b>13. Future monthly payments</b><br>a. Principal & interest - 1st mortgage<br>b. Monthly MIP ■<br>c. Homeowners Association Fee ■<br>d. Ground rent<br>e. Principal & interest - 2nd mortgage<br>f. Hazard insurance ■<br>g. Taxes & special assessments ■<br>h. Total mortgage payment ■<br>i. Recurring expenses (from line 12d) ■<br>j. Total fixed payment ■ |   |  |
|   | <b>14. Ratios</b><br>a. Loan-to-value (line 10g/line 4) _____ %<br>b. Mortgage payment-to-income (line 13h/line 11f) _____ %<br>c. Total fixed payment-to-income (line 13j/line 11f) _____ %   |   |  |
|   | <b>15. Borrower rating</b> (enter "A" for acceptable or "R" for reject)<br>a. Credit characteristics ■<br>b. Adequacy of effective income ■<br>c. Stability of effective income ■<br>d. Adequacy of available assets ■   |   |  |
|   | <b>16. Borrower's CAIVRS #:</b> _____<br>LDP/GSA (page no. & date) _____   | <b>Co-Borrower's CAIVRS #:</b> _____<br>LDP/GSA (page no. & date) _____ |  |

|  |  |
|--|--|
| Remarks (attach additional paper if needed): | Total Amount of Gifts:<br>\$ _____<br><br><b>Attachment A Information:</b><br>A1. Contract Sales Price of Property: (line 10a above)<br>_____<br>A2. 6% of line A1:<br>_____<br>A3. Total Seller Contribution:<br>_____<br>A4. Excess Contribution:<br>_____ |
|--|--|

|  |  |   |                           |
|--|--|---|---------------------------|
| <b>17. Final Application decision</b><br><input type="checkbox"/> Approved<br><input checked="" type="checkbox"/> Reject | <b>18. Examiner's signature &amp; date:</b><br>_____ X | <b>19. Underwriter's signature &amp; date:</b><br>_____ X | <b>CHUMS ID#</b><br>_____ |
|--|--|---|---------------------------|

# Mortgage Credit Analysis Worksheet

## Purchase Money Mortgages

U.S. Department of Housing and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0059  
(Expires 11/30/2010)

See back of page for Public Burden and Sensitive Information statements

All numbered entries in \$ expect where noted.

|   |                          |                            |   |  |  |
|---|--------------------------|----------------------------|---|--|--|
| Case number   |                          | Section of the Housing Act |   | Check one<br><input type="checkbox"/> Existing Construction <input type="checkbox"/> Proposed Construction |  |
| 1a. Borrower's name   |                          |                            | 2a. Social Security Number  |  |  |
| 1b. Co-Borrower's name  |                          |                            | 2b. Social Security Number  |  |  |
| 3a. Mortgage without Upfront MIP  | 3b. Total UFMP           | 3c. Mortgage with UFMP     | 4. Appraised Value (without CC)<br><b>0.00</b>                          | 5. a. Total Closing Costs (CC) _____<br>b. Less Paid by Seller _____<br>c. Equals Borrower's CC _____      |  |
| 6. Current housing expenses   | 7. Term of loan<br>years | 8. Interest rate<br>%      | 9. Adj. buy-down interest rate<br>%                                     |  |  |
| <b>10. Statutory Investment Requirements</b>                                |                          |                            | <b>14. Debts &amp; Obligations</b>                                      |  |  |
| a. Contract Sales Price <b>0.00</b>   |                          |                            | Monthly Payment   |  |  |
| b. Borrower-Paid Closing Costs (from 5c)                                    |                          |                            | Unpaid balance  |  |  |
| c. Unadjusted Acquisition (10a + 10b)                                       |                          |                            | a. Total installment debt   |  |  |
| d. Statutory Investment Requirement (10a x 0.03)                            |                          |                            | b. Child Support, etc.  |  |  |
|   |                          |                            | c. Other  |  |  |
|   |                          |                            | d. Total monthly payments   |  |  |
| <b>11. Maximum Mortgage Calculation</b>                                     |                          |                            | <b>15. Future monthly payments</b>                                      |  |  |
| a. Less of Sales Price (10a) or Value (from 4)                              |                          |                            | a. Principal & interest - 1st mortgage                                  |  |  |
| b. Required Adjustments (+/-)   |                          |                            | b. Monthly MIP  |  |  |
| c. Mortgage Basis (11a + 11b)   |                          |                            | c. Homeowners Association Fee   |  |  |
| d. Mort Amt. (11c x LTV Factor % or Less)                                   |                          |                            | d. Ground rent  |  |  |
|   |                          |                            | e. Principal & interest - 2nd mortgage                                  |  |  |
|   |                          |                            | f. Hazard insurance   |  |  |
|   |                          |                            | g. Taxes & special assessments  |  |  |
|   |                          |                            | h. Total mortgage payment   |  |  |
|   |                          |                            | i. Recurring expenses (from 14d)  |  |  |
|   |                          |                            | j. Total fixed payment  |  |  |
| <b>12. Cash Investment Requirements</b>                                     |                          |                            | <b>16. Ratios</b>   |  |  |
| a. Minimum Down Payment (10c-11d)<br>(This amount must equal or exceed 10d) |                          |                            | a. Loan-to-value(11d divided by 11a) _____ %                            |  |  |
| b. Prepaid Expenses   |                          |                            | b. Mortgage payment-to-income(15h divided by 13f) _____ %               |  |  |
| c. Discount Points  |                          |                            | c. Total fixed payment-to-income(15j divided by 13f) _____ %            |  |  |
| d. Repairs/Improvements (Non-Financeable)                                   |                          |                            |   |  |  |
| e. Upfront MIP Paid in Cash   |                          |                            |   |  |  |
| f. Non-Realty and Other Items   |                          |                            |   |  |  |
| g. Total Cash to Close (Sum of 12a thru 12f)                                |                          |                            |   |  |  |
| h. Amount Paid (Earnest Money, etc.)  |                          |                            |   |  |  |
| i. Amount of Gift Funds [Source: _____]                                     |                          |                            | <b>17. Borrower rating</b> (enter "A" for acceptable or "R" for reject) |  |  |
| j. Asset Available  |                          |                            | a. Credit characteristics   |  |  |
| k. 2nd Mort(if applicable) [Source: _____]                                  |                          |                            | b. Adequacy of effective income   |  |  |
| l. Cash Reserves (Sum 12h thru 12k, minus 12g)                              |                          |                            | c. Stability of effective income  |  |  |
|   |                          |                            | d. Adequacy of available assests  |  |  |
| <b>13. Monthly Effective Income</b>   |                          |                            | <b>18. Borrower's CAIVRS Number</b>                                     |  |  |
| a. Borrower's base pay  |                          |                            | Co-borrower's CAIVRS Number   |  |  |
| b. Borrower's other earnings(explain)                                       |                          |                            |   |  |  |
| c. Co-borrower's base pay   |                          |                            | LDP/GSA (page no.& date)  |  |  |
| d. Co-borrower's other earnings(explain)                                    |                          |                            | LDP/GSA (page no.& date)  |  |  |
| e. Net income from real estate  |                          |                            |   |  |  |
| f. Gross monthly income   |                          |                            |   |  |  |

Remarks (attach additional paper if needed)

**Attachment A Information**

A1. Contract Sales Price of Property (line 10a above)  
**0.00**

A2. 6% of line A1 \_\_\_\_\_

A3. Total Seller Contribution \_\_\_\_\_

A4. Excess Contribution \_\_\_\_\_

|  |                                      |   |                 |
|--|--------------------------------------|---|-----------------|
| Final application decision<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Reject | Examiner's signature & date<br><br>X | Underwriter's signature & date<br><br>X | CHUMS ID Number |
|--|--------------------------------------|---|-----------------|

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This information is required to determine the eligibility of FHA mortgage insurance applicants.

Public reporting burden for this collection of information is estimated to average 6 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

**Sensitive Information:** The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats or hazards to their security or integrity which could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained.

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The Mortgage Credit Analysis Worksheet (MCAW) (HUD-92900-PUR) has been revised to reflect changes to FHA's treatment of closing costs.

- Line 10c Unadjusted Acquisition: This reflects the amount the buyer has agreed to pay for the property as well as any closing costs to be paid by the borrower from Line 5c. It will not reflect any reductions for excess seller contributions or inducements to purchase.
- Line 10d Statutory Investment Requirement: Under nearly all FHA single family programs, the minimum cash investment is 3 percent of the property's sales price. If the loan will be insured under a program with different limits, so indicate (e.g., use 0% for disaster victims under Sec. 203(h)).
- Line 11b Required Adjustments: This would include additions such as financeable repairs and improvements, energy related weatherization items, and solar energy systems, as well as subtractions including sales concessions in excess of six percent of the sales price, inducements to purchase, personal property items, etc., all as per HUD Handbook 4155. 1. It may also include closing costs on Sec. 203(h) loans for disaster victims.
- Line 11d Mortgage Amount: This reflects the mortgage basis multiplied by the maximum loan-to-value percentage, which is to be indicated. If the borrower elects to put down additional down payment, the reduced amount of the mortgage is to be shown. Similarly, this amount cannot exceed the statutory limit for the area where the property is located.
- Line 12a Minimum Down Payment: The actual mortgage amount (Line 11d) is subtracted from the borrower's cost to acquire (Line 10c). If this yields an amount lower than that of Line 10d, the mortgage amount must be reduced accordingly.
- Line 12d Repairs/Improvements (Non-Financeable): This would include any cost to be borne by the borrower that cannot be financed into the mortgage.
- Line 12g Total Cash to Close: This is the total amount needed to close the transaction.
- Line 12h Amount Paid: This would include any earnest money on the sale, as well as any fee, such as appraisal and credit report fees, collected at loan application.
- Line 12i Amount of Gift Funds: Show total funds and source (e.g., family member, governmental unit, nonprofit, etc.).
- Line 12j Assets Available: This includes the borrowers verified asset, such as savings accounts, etc.
- Line 12k 2nd Mortgage: If a second mortgage will be placed on the property, indicate the amount as well as the source of the funds (e.g., family member, governmental unit, nonprofit, etc.)
- Line 12l Cash Reserves: This is to reflect the amount of available cash or equivalent available to the borrower following the mortgage loan closing.

# Mortgage Credit Analysis Worksheet

## Purchase Money Mortgages

U.S. Department of Housing and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0059  
(Expires 11/30/2010)

See back of page for Public Burden and Sensitive Information statements

All numbered entries in \$ expect where noted.

|   |                             |                            |   |  |  |
|---|-----------------------------|----------------------------|---|--|--|
| Case number   |                             | Section of the Housing Act |   | Check one<br><input type="checkbox"/> Existing Construction <input type="checkbox"/> Proposed Construction |  |
| 1a. Borrower's name   |                             |                            | 2a. Social Security Number  |  |  |
| 1b. Co-Borrower's name  |                             |                            | 2b. Social Security Number  |  |  |
| 3a. Mortgage without Upfront MIP  | 3b. Total UFMIP             | 3c. Mortgage with UFMIP    | 4. Appraised Value (without CC)   | 5. a. Total Closing Costs (CC) _____   |  |
|   |                             |                            | <b>0.00</b>   | b. Less Paid by Seller _____   |  |
| 6. Current housing expenses   | 7. Term of loan _____ years | 8. Interest rate _____ %   | 9. Adj. buy-down interest rate _____ %                                  | c. Equals Borrower's CC _____  |  |
| <b>10. Statutory Investment Requirements</b>                                |                             |                            | <b>14. Debts &amp; Obligations</b>                                      |  |  |
| a. Contract Sales Price <b>0.00</b>   |                             |                            | Monthly Payment   |  |  |
| b. Borrower-Paid Closing Costs (from 5c)                                    |                             |                            | Unpaid balance  |  |  |
| c. Unadjusted Acquisition (10a + 10b)                                       |                             |                            | a. Total installment debt   |  |  |
| d. Statutory Investment Requirement (10a x 0.03)                            |                             |                            | b. Child Support, etc.  |  |  |
|   |                             |                            | c. Other  |  |  |
|   |                             |                            | d. Total monthly payments   |  |  |
| <b>11. Maximum Mortgage Calculation</b>                                     |                             |                            | <b>15. Future monthly payments</b>                                      |  |  |
| a. Less of Sales Price (10a) or Value (from 4)                              |                             |                            | a. Principal & interest - 1st mortgage                                  |  |  |
| b. Required Adjustments (+/-)   |                             |                            | b. Monthly MIP  |  |  |
| c. Mortgage Basis (11a + 11b)   |                             |                            | c. Homeowners Association Fee   |  |  |
| d. Mort Amt. (11c x LTV Factor _____ % or Less)                             |                             |                            | d. Ground rent  |  |  |
|   |                             |                            | e. Principal & interest - 2nd mortgage                                  |  |  |
|   |                             |                            | f. Hazard insurance   |  |  |
|   |                             |                            | g. Taxes & special assessments  |  |  |
|   |                             |                            | h. Total mortgage payment   |  |  |
|   |                             |                            | i. Recurring expenses (from 14d)  |  |  |
|   |                             |                            | j. Total fixed payment  |  |  |
| <b>12. Cash Investment Requirements</b>                                     |                             |                            | <b>16. Ratios</b>   |  |  |
| a. Minimum Down Payment (10c-11d)<br>(This amount must equal or exceed 10d) |                             |                            | a. Loan-to-value(11d divided by 11a) _____ %                            |  |  |
| b. Prepaid Expenses   |                             |                            | b. Mortgage payment-to-income(15h divided by 13f) _____ %               |  |  |
| c. Discount Points  |                             |                            | c. Total fixed payment-to-income(15j divided by 13f) _____ %            |  |  |
| d. Repairs/Improvements (Non-Financeable)                                   |                             |                            |   |  |  |
| e. Upfront MIP Paid in Cash   |                             |                            |   |  |  |
| f. Non-Realty and Other Items   |                             |                            |   |  |  |
| g. Total Cash to Close (Sum of 12a thru 12f)                                |                             |                            |   |  |  |
| h. Amount Paid (Earnest Money, etc.)  |                             |                            |   |  |  |
| i. Amount of Gift Funds [Source: _____]                                     |                             |                            | <b>17. Borrower rating</b> (enter "A" for acceptable or "R" for reject) |  |  |
| j. Asset Available  |                             |                            | a. Credit characteristics   |  |  |
| k. 2nd Mort(if applicable) [Source: _____]                                  |                             |                            | b. Adequacy of effective income   |  |  |
| l. Cash Reserves (Sum 12h thru 12k, minus 12g)                              |                             |                            | c. Stability of effective income  |  |  |
|   |                             |                            | d. Adequacy of available assests  |  |  |
| <b>13. Monthly Effective Income</b>   |                             |                            | <b>18. Borrower's CAIVRS Number</b>                                     |  |  |
| a. Borrower's base pay  |                             |                            | Co-borrower's CAIVRS Number   |  |  |
| b. Borrower's other earnings(explain)                                       |                             |                            |   |  |  |
| c. Co-borrower's base pay   |                             |                            | LDP/GSA (page no.& date)  |  |  |
| d. Co-borrower's other earnings(explain)                                    |                             |                            | LDP/GSA (page no.& date)  |  |  |
| e. Net income from real estate  |                             |                            |   |  |  |
| f. Gross monthly income   |                             |                            |   |  |  |

Remarks (attach additional paper if needed)

**Attachment A Information**

A1. Contract Sales Price of Property (line 10a above)  
**0.00**

A2. 6% of line A1 \_\_\_\_\_

A3. Total Seller Contribution \_\_\_\_\_

A4. Excess Contribution \_\_\_\_\_

|  |                                      |   |                 |
|--|--------------------------------------|---|-----------------|
| Final application decision<br><input type="checkbox"/> Approved<br><input type="checkbox"/> Reject | Examiner's signature & date<br><br>X | Underwriter's signature & date<br><br>X | CHUMS ID Number |
|--|--------------------------------------|---|-----------------|

# 203(k) and Streamlined (k) Maximum Mortgage Worksheet

U.S. Department of Housing and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0527  
(exp. 1/31/2009)

See Public Reporting Statement on the back before completing this form (See Notes 1 thru 5 on back)

|  |                 |              |  |   |
|--|-----------------|--------------|--|---|
| Borrower's Name and Property Address (include street, city, State, and zip code) | FHA Case Number | No. of Units | HUD-REO Property?<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <input checked="" type="checkbox"/> Purchase<br><input type="checkbox"/> Refinance<br><input type="checkbox"/> Streamlined (k) (Note 6)<br>Purchase Date (Owned less than 6 months) |
| Type   |                 |              |  | <input checked="" type="checkbox"/> Owner-Occupant <input type="checkbox"/> Nonprofit<br><input type="checkbox"/> Government Agency   |

|                                |  |                                 |                               |                     |                                      |   |
|--------------------------------|--|---------------------------------|-------------------------------|---------------------|--------------------------------------|---|
| <b>A. Property Information</b> | 1. Contract Sales Price<br>\$<br>OR <input type="checkbox"/> Existing Debt | 2. "As-Is" Value (Note 1)<br>\$ | 3. After-Improved Value<br>\$ | 4. 110% of A3<br>\$ | 5. Borrower Paid Closing Costs<br>\$ | 6. Allowable energy Improvements (Note 2)<br>\$ |
|--------------------------------|--|---------------------------------|-------------------------------|---------------------|--------------------------------------|---|

|  |  |    |
|--|--|----|
| <b>B. Rehabilitation and Other Allowable Costs</b> | 1. Total Cost of Repairs (Line 36, HUD-9746-A) includes the improvements in A6 and REO Lead Based Paint Stabilization        | \$ |
|  | 2. Contingency Reserve on Repair Costs (          %) (10 to 20% of B1)   | \$ |
|  | 3. Inspection Fees (          x \$          per inspection) + Title Update Fee (          x \$          per draw)            | \$ |
|  | 4. Mortgage Payments Escrowed (          months x \$          ) if uninhabitable   | \$ |
|  | <b>5. Sub-Total for Rehabilitation Escrow Account</b> (Total of B1 thru B4)  | \$ |
|  | 6. Architectural and Engineering Fees (Exhibits)   | \$ |
|  | 7. Consultant Fees (including mileage, if applicable) (          +          miles @          /mile)(N/A for Streamlined (k)) | \$ |
|  | 8. Permits   | \$ |
|  | 9. Other Fees (Explain in Remarks)   | \$ |
|  | <b>10. Sub-Total (Total of B5 thru B9)</b>   | \$ |
|  | 11. Supplemental Origination Fee for both 203k and Streamlined (k) (greater of \$350 or 1.5% of B10)                         | \$ |
|  | 12. Discount Points on Repair Costs and Fees (B10 x          %)  | \$ |
|  | <b>13. Sub-Total for Release at Closing</b> (Total of B6 thru B9 + B11 and B12) (Note 3)                                     | \$ |
|  | <b>14. Total Rehabilitation Cost</b> (Total of B5 and B13 minus A6)<br>(Streamlined (k) can not exceed \$35,000.)            | \$ |

|  |  |    |
|--|--|----|
| <b>C. Mortgage Calculation for Purchase Transactions</b><br>(see note below) | 1. Lesser of Sales Price (A1) or As-Is Value (A2)  | \$ |
|  | 2. Total Rehabilitation Cost (B14)   | \$ |
|  | 3. Lesser of Sum of C1 + C2 (\$          ) or 110% of After-Improved Value (A4)  | \$ |
|  | <b>4. Mortgage Amount</b> Sum of C3 + (-) Required Adjustment (Note 4) (\$          )<br>LTV Factor (Owner-Occupant) or Less Allowable Down payment/HUD-Owned Property (\$          ) (Note 5) | \$ |
|  | 5. Statutory Investment Required (C3 x 3%)   | \$ |
|  | 6. Actual Cash Investment Required (C3 + A5 minus C4) (\$          ). (This figure must be equal to or greater than C5; if less, an adjustment must be made to C4 to ensure a 3% investment)   | \$ |
|  | 7. Adjusted Maximum Mortgage Amount (If required in C6)  | \$ |

|   |   |    |
|---|---|----|
| <b>D. Mortgage Calculation for Refinance Transactions</b><br>(see note below) | 1. Sum of Existing Debt (A1) + Rehabilitation Cost (B14) + Borrower Paid Closing Costs (A5) + Prepays + Discount on Total Loan Amount minus Discount on Repair Costs(B12) minus FHA MIP Refund (\$          ) | \$ |
|   | 2. Lesser of Sum of As-Is Value (A2) (Note 1) + Rehabilitation Costs (B14) (\$          ) or 110% of After-Improved Value (A4)  | \$ |
|   | 3. D2 (\$          ) x LTV Factor (Owner-Occupant)  | \$ |
|   | <b>4. Maximum Mortgage Amount</b> Lesser of D1 or D3 (Note 5)   | \$ |
|   | 5. Borrower's Required Investment (D1 minus D4) = (\$          )  | \$ |

|   |   |    |
|---|---|----|
| <b>E. Calculation for Energy Efficient Mortgage</b> | 1. Energy Efficient Mortgage Amount (C4 or C7, or D4) + A6 (Note 2) | \$ |
|---|---|----|

|  |       |                      |               |               |
|--|-------|----------------------|---------------|---------------|
| <b>Remarks</b> (Continue on back if necessary) | UFMIP | Total Escrowed Funds | Interest Rate | Discount Pts. |
|  |       |                      | %             |               |

Maximum Mortgage Amount with UFMIP (C4, D4 or E1 + UFMIP) \$

|  |          |
|--|----------|
| DE Underwriter's Signature, Title & Date | CHUMS No |
| <b>X</b>                                 |          |

|  |   |
|--|---|
| Borrower's Signature & Date (Optional) | Co-Borrower's Signature & Date (Optional) |
| <b>X</b>                               | <b>X</b>                                  |

**Instructions to Transfer Data:  
For Refinancing Only**

From: The 203(k) and Streamlined (k) Maximum Mortgage Worksheet, form HUD-92700  
To: The Mortgage Credit Analysis Worksheet, form HUD-92900-WS

| Transfer information from HUD-92700<br>(Item number(s)) | To Section 10 of the form HUD-92900-WS<br>(Settlement requirements/ Mortgage calculation)           |
|---|---|
| A1  | a. Contract Sales Price   |
| B14 + A6  | b. Repairs & Improvements   |
| A5  | c. Borrower Paid Closing Costs (from 5c)  |
| Complete as necessary                                   | d. Sales Concessions (Subtract)   |
| D1  | e. Mortgage Basis (Sum of Lines 10a+b+c minus 10d)  |
| Leave Blank   | f. (1) Multiply Mort. Basis (10e) by 97/95/90%. (if \$50,000 or less, multiply by 97%.)             |
| Leave Blank   | (2) Multiply the Value (line 4) by 97.75%. (if \$50,000 or less, multiply by 98.75%)                |
| D4, or E1   | g. Mortgage (without UFMIP) <b>Note:</b> this may not exceed the lesser of line 10 f(1) or 10 f(2). |
| D5  | h. Required investment (10e minus 10g)  |
| Complete i. thru q. as necessary                        | i Discounts paid in cash  |
|   | j. Pre-payable expenses   |
|   | k. MIP paid in cash   |
|   | l. Non-Realty and other items (see 10d)   |
|   | m. Total requirements (sum of 10h thru 10l)   |
|   | n. Amount paid in <input type="checkbox"/> cash <input type="checkbox"/> other (explain)            |
|   | o. Amount <b>to be</b> paid in <input type="checkbox"/> cash <input type="checkbox"/> other         |
|   | p. Assets available   |
|   | q. 2nd mortgage proceeds (if applicable)  |

**For Purchases Only**

From: The 203(k) and Streamlined (k) Maximum Mortgage Worksheet, form HUD-92700  
To: The Mortgage Credit Analysis Worksheet, form HUD-92900-PUR

| Transfer information from HUD-92700<br>(Item number(s)) | To Sections 10,11, and 12 of the form HUD-92900-PUR<br>(Settlement requirements/ Mortgage calculation) |
|---|--|
|   | <b>10. Statutory Investment Requirements</b>   |
| C3  | a. Contract Sales Price  |
| A5  | b. Borrower Paid Closing Costs (from 5c)   |
| C3 + A5   | c. Unadjusted Acquisition (10a+ 10b)   |
| C5  | d. Statutory Investment Requirement (10a x LTV Factor)   |
|   | <b>11. Maximum Mortgage Calculation</b>  |
| C3  | a. Lesser of Sales Price (10a) or Value (from 4)   |
| C4 Adjustments  | b. Required Adjustments(+/-)   |
| C3 + Adjustments in C4                                  | c. Mortgage Basis (11a + 11b)  |
| C4  | d. Mort Amt. (11c x LTV Factor % or Less)  |
|   | <b>12. Cash Investment Requirements</b>  |
| C6  | a. Minimum Down Payment (10c minus 11d)  |
|   | (This amount must equal or exceed 10d)   |

Remarks (Continue on a separate page if needed)

**Notes :**

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>1. If owned less than 1 year, use lesser of A2 or Original Acquisition Cost plus Debts incurred for rehabilitation since acquisition.</li> <li>2. Refer to Mortgagee Letters 95-46, 93-13 and 05-21.</li> <li>3. These Allowable Costs may be released at closing, provided paid receipts or contractual agreements requiring payment are obtained.</li> <li>4. Required Adjustments would include additions such as financeable</li> </ul> | <ul style="list-style-type: none"> <li>repairs and improvements, energy related weatherization items, and solar energy systems, as well as subtractions including sales concessions in excess of six percent of the sales price, inducements to purchase, personal property items, etc., all as per HUD Handbook 4155.1. (May also include REO Lead Based Paint Credit.)</li> <li>5. Maximum mortgage not to exceed statutory limit.</li> <li>6. See ML 2005-50 and 2005-21 for Streamlined (k).</li> </ul> |
|--|---|

Public reporting burden for this collection of information is estimated to average 25 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information collection involves an expanded information requirement for lenders that originate and service Section 203(k) mortgages. The purpose of the information is to help mitigate program abuses. The expanded information focuses on the loan origination process and requires increased documentation and strengthened internal control procedures. Periodic reporting of the information is not required. The information also includes information that was voluntarily accepted by the 203(k) lending community. The information provides a more comprehensive basis for evaluating lender underwriting practices and thereby improves risk management of the 203(k) loan portfolio. Responses are required under Section 203(k) of the National Housing Act (12 U.S.C. 1703). No assurance of confidentiality is provided.

# 203 (k) Borrower's Acknowledgement

U.S. Department of Housing and Urban Development  
Office of Housing / Federal Housing Commissioner

**Condition of Property:** I understand that the property I am purchasing is not HUD approved and HUD does not warrant the condition or the value of the property. I understand the HUD plan review (where performed) and the appraisal are performed to determine compliance with the required architectural exhibits and to

estimate the value of the property, but neither guarantees the house is free of defects. I understand I was responsible to have an independent consultant and/or a professional home inspection service perform an inspection of the property and the cost of the inspection was (or could be) included in the mortgage.

## Loan Requirements

• I understand at the time of the loan closing of an FHA-insured 203(k) Rehabilitation Loan, for which I have applied to my lender, the proceeds designated for the rehabilitation or improvement (including a contingency reserve, mortgage payments and any other fees, where applicable) are to be placed in an interest bearing escrow account. The Rehabilitation Escrow Account is not, nor will it be treated as an escrow for the paying of real estate taxes, insurance premiums, delinquent notes, ground rents or assessments.

I hereby request the lender, after the Final Release Notice is issued, to:

- Pay the net interest income directly to me/us.  
 Apply the net interest income directly to the mortgage principal balance for an equal amount of principal reduction.  
 Other: \_\_\_\_\_

• I understand that the Rehabilitation Escrow Account will cease paying interest to me if (1) the loan payments are delinquent for more than 30 days; or (2) the completion date (or an approved extension) has expired. During this period, the interest will be paid down on the mortgage principal. I understand if I clear up the delinquent or default status and/or the completion date has not expired or an extension has been approved, then the interest on the escrow account will begin again to be paid according to the request above.

• I understand no draws on the escrow account can be made until all permits have been issued by the local or state building departments, where required. I further understand I can only request monies for the actual cost of rehabilitation. If any cost savings result on any line item of the Draw Request, form HUD-9746-A, the amount saved must be used to: (1) Make further improvements to the property; (2) Pay for cost overruns in other line items of the Draw Request; or (3) Prepay the mortgage principal.

• I understand the contractor(s) is responsible to complete the work described in the architectural exhibits in a workmanlike manner. If I agree the work has been properly completed, I will sign the Draw Request, form HUD-9746-A, thereby accepting the responsibility that the completed work is acceptable and payment is justified. I understand there is a 10 percent holdback on each Draw Request to assure the work is properly completed and for lien protection.

• I understand I am responsible to negotiate any and all agreements with the contractor(s) I select and that HUD suggests that the Agreement with the contractor should include a provision for binding arbitration with the American Arbitration Association on any dispute.

• I understand if I am using the Escrow Commitment Procedure, I must sign form HUD-314. The funds deposited in an escrow, trust or special account will not be released until an assumption of the loan occurs by a creditworthy buyer or until the time allowed for such assumption has expired, thereby requiring the funds to be paid down on the mortgage principal.

• I understand if I change a contractor for any reason, I may be obligated under the terms of the original contractor's agreement and I should seek legal advice before taking such action. If I disagree with the contractor regarding the acceptable completion of the work, I can request an inspection by the fee inspector to determine if the work has been properly completed. If an agreement cannot be made with the contractor, the lender may hold the money until such time as an agreement is reached or an arbitrator's decision is rendered.

• I understand the lender or HUD does not provide a one-year warranty on the completed work on the property. I am responsible to obtain such warranty(s) from the contractor(s) and the warranty should be stated in the Homeowner-Contractor Agreement.

• I understand I am responsible to make the mortgage payments during the term of the loan, including the rehabilitation period, to ensure the property will not go into default. The construction on the home must start within 30 days; if the construction ceases for more than 30 days, the lender may consider the loan in default or the lender can use the escrow money to have the work completed. If the work stops or is not progressing as it should, or if the work does not comply with the accepted architectural exhibits, the lender may require additional compliance inspections to protect the security of the loan and I will be responsible to pay for the inspections and the cost of the inspection may be withheld at the next draw request.

• I understand no changes to the architectural exhibits can be made without the acceptance of the lender (or HUD) on form HUD-92577. The contingency fund is set up for changes that affect the health, safety, or items of necessity of the occupants of the property. If the contingency reserve is insufficient, I must place additional monies into the account for payment upon acceptance of the change. Additional improvements can be made after it is determined no further health and safety items exist. A change order will be made to assure the monies are available to the contractor upon completion of the changed work.

• I understand if there are unused contingency funds, mortgage payments, inspection fees or other monies in the Rehabilitation Escrow Account after the Final Release is processed, the lender, in compliance with HUD regulations, **must** apply those funds to prepay the mortgage principal, provided those items are a part of the mortgage.

• I understand the lender may retain the 10 percent holdback, for a period not to exceed 35 days (or the time period required by law to file a lien, whichever is longer), to ensure compliance with state lien waiver laws or other state requirements. Upon completion of the work, I understand I will be provided: (1) The Final Draw Request; (2) The Final Release Notice; and (3) An accounting of the final distribution of all funds.

This statement must be delivered to you prior to closing the loan. Return one copy to your lender as proof you have read the entire document. Keep one copy for your records. You, the borrower(s), must be certain that you understand this information. Sign here only after you have read this entire document. Seek professional advice if you are uncertain.

Borrower's Signature & Date:

X

I, the lender, certify this information was delivered to the borrower(s) prior to the time of loan closing.

Lender's Signature & Date:

X

Calyx Form 203ba.frm 12/96

Co-Borrower's Signature & Date:

X

ref.Handbook 4240.4 form HUD-92700-A (8/95)

# ALTERNATIVE DOCUMENTATION CHECKLIST

## Borrower's Certification

I/we certify that we have presented to the Lender:

ORIGINAL W-2 FORMS

PAY STUBS

BANK STATEMENTS

to verify past and present employment, income, and assets to close. I/we also understand that this information may be independently verified by \_\_\_\_\_, Lender, our Investors or the Federal Housing Administration and that this verification may include obtaining my/our tax returns from the IRS.

I have signed a copy of IRS FORM 4506 (REQUEST FOR COPY OF TAX RETURNS).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# FHA DISCLOSURES

## AMENDATORY CLAUSE / REAL ESTATE CERTIFICATION

Buyer(s) \_\_\_\_\_

Date of Agreement: \_\_\_\_\_

Seller(s) \_\_\_\_\_

File No.: \_\_\_\_\_

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

### FHA AMENDATORY CLAUSE

It is expressly agreed that notwithstanding any other provisions of this contract, the purchaser shall not be obligated to complete the purchase of the property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless the purchaser has been given in accordance with HUD/FHA or VA requirements a written statement by the Federal Housing Commissioner, Department of Veterans Affairs, or a Direct Endorsement lender setting forth the appraised value of the property of not less than \$ \_\_\_\_\_. The purchaser shall have the privilege and option of proceeding with consummation of the contract without regard to the amount of the appraised valuation. The appraised valuation is arrived at to determine the maximum mortgage the Department of Housing and Urban Development will insure. HUD does not warrant the value nor the condition of the property. The purchaser should satisfy himself/herself that the price and condition of the property are acceptable.

\_\_\_\_\_  
Borrower Date

\_\_\_\_\_  
Borrower Date

\_\_\_\_\_  
Seller Date

\_\_\_\_\_  
Seller Date

Note: The dollar amount to be inserted in the amendatory clause is the sales price as stated in the contract. If the borrower and seller agree to adjust the sales price in response to an appraised value that is less than the sales price, a new amendatory clause is not required. However, the loan application package must include the original sales contract with the same price as shown on the amendatory clause, along with the revised or amended sales contract.

### REAL ESTATE CERTIFICATION

We, the borrower, seller, and the selling real estate agent or broker involved in the sales transaction certify by our signatures below that the terms and conditions of the sales contract are true to the best of our knowledge and belief, and that any other agreement entered into by any of these parties in connection with this real estate transaction is part of, or attached to, the sales agreement.

\_\_\_\_\_  
Borrower Date

\_\_\_\_\_  
Borrower Date

\_\_\_\_\_  
Seller Date

\_\_\_\_\_  
Seller Date

\_\_\_\_\_  
Listing Agent (as applicable) Date

\_\_\_\_\_  
Selling Agent (as applicable) Date

**WARNING:** Our signatures above indicate that we fully understand that it is a Federal Crime punishable by fine, imprisonment or both to knowingly make any false statements concerning any of the above facts as applicable under the provision of Title 18, United States Code, Section 1012 and 1014.

# NOTICE TO HOMEOWNER

Property Address : \_\_\_\_\_ File No.: \_\_\_\_\_  
\_\_\_\_\_

## Assumption of HUD/FHA-Insured Mortgages Release of Personal Liability

You are legally obligated to make the monthly payments required by your mortgage (deed of trust) and promissory note.

The Department of Housing and Urban Development (HUD) has acted to keep investors and noncreditworthy purchasers from acquiring one- to four-family residential properties covered by certain FHA-insured mortgages. There are minor exceptions to the restriction on investors: loans to public agencies and some nonprofit organizations, Indian tribes or servicepersons; and loans under special mortgage insurance programs for property sold by HUD, rehabilitation loans or refinancing of insured mortgages. Your lender can advise you if you are included in one of these exceptions.

HUD will therefore direct the lender to accelerate this FHA-insured mortgage loan if all or part of the property is sold or transferred to a purchaser or recipient (1) who will not occupy the property as his or her principal residence, or (2) who does occupy the property but whose credit has not been approved in accordance with HUD requirements. This policy will apply except for certain sales or transfers where acceleration is prohibited by law.

When a loan is accelerated, the entire balance is declared "immediately due and payable." Since HUD will not approve the sale of the property covered by this mortgage to an investor or to a person whose credit has not been approved, you, the original homeowner, would remain liable for the mortgage debt even though the title to the property might have been transferred to the new buyer.

Even if you sell your home by letting an approved purchaser (that is, a creditworthy owner-occupant) assume your mortgage, you are still liable for the mortgage debt unless you obtain a release from liability from your mortgage lender. FHA-approved lenders have been instructed by HUD to prepare such a release when an original homeowner sells his or her property to a creditworthy purchaser who executes an agreement to assume and pay the mortgage debt and thereby agrees to become the substitute mortgagor. The release is contained in Form HUD-92210-1, ("Approval of Purchaser and Release of Seller"). You should ask for it if the mortgage lender does not provide it to you automatically when you sell your home to a creditworthy owner-occupant purchaser who executes an agreement to assume personal liability for the debt. When this form is executed, you are no longer liable for the mortgage debt.

You must sign and date this notice as indicated, return one copy to your lender as proof of notification and keep one copy for your records.

|           |       |
|-----------|-------|
| _____     | _____ |
| Applicant | Date  |
| _____     | _____ |
| Applicant | Date  |

\* Instruction to lender : A copy of this notice must be given to the mortgagor(s) on or before the date of settlement. You should retain assigned copy in the origination file.

## BORROWER'S BLANKET SIGNATURE AUTHORIZATION

I hereby authorize ~~Rokitto Enterprises DBA Cimax Home Mortgage~~ to verify my past and present employment earnings records, bank accounts, stock holdings, and any other assets needed to process my mortgage loan application.

I further authorize ~~Rokitto Enterprises DBA Cimax Home Mortgage~~ to order a consumer credit report and verify other credit information, including past and present mortgage references. It is understood a photocopy of this form will also serve as authorization.

The information the lender obtains is only to be used in the processing of my mortgage loan application.

\_\_\_\_\_

Borrower

\_\_\_\_\_

Date

\_\_\_\_\_

Co-Borrower

\_\_\_\_\_

Date

**NOTICE TO BORROWERS:** *This is notice to you as required by the Right to Financial Privacy Act of 1978 that HUD/FHA has a right of access to financial records held by financial institutions in connection with the consideration or administration of assistance to you. Financial records involving your transaction will be available to HUD/FHA without further notice or authorization but will not be disclosed or released by this institution to another Government Agency or Department without your consent except as required or permitted by law.*

# Compliance Inspection Report

U.S. Department of Housing  
and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB No. 2502-0189  
(exp. 12/31/2007)

**Note:** Reports of Final and Repair Compliance Inspections left at site always require reviewer's signature to be Official. Consult mortgagee for official reports.

|                              |   |  |
|------------------------------|---|--|
| Builder's Name and Address   | a. <input type="checkbox"/> Report not left at site.<br>b. <input type="checkbox"/> Report not official without reviewer's signature. | FHA Case Number<br><br>Date of Inspection (mm/dd/yyyy) |
| Mortgagee's Name and Address | Property Address  |  |

**I. Inspection of On-Site Improvements Reveals:**

- |  |  |
|--|--|
| 1. Construction <input type="checkbox"/> was, <input type="checkbox"/> was not begun prior to the date of mortgage insurance approval shown on the commitment, statement of appraised value or "Early Start" letter. (Applies to the initial report on new construction)<br>2. <input type="checkbox"/> Builder other than named in application.<br>3. <input type="checkbox"/> Unable to make inspection. (Explain below)<br>4. <input type="checkbox"/> Accepted construction exhibits not available at site.<br>5. <input type="checkbox"/> Individual Sewage disposal system; <input type="checkbox"/> Individual Water supply system<br><input type="checkbox"/> No noncompliance. <input type="checkbox"/> Correction essential as explained below.<br><input type="checkbox"/> Submit Health Department letter<br>6. <input type="checkbox"/> Correction req'd. by rpt. dated _____ not acceptably completed.<br>7. <input type="checkbox"/> Repairs required by form HUD-92800.5B not acceptably completed.<br>8. <input type="checkbox"/> Correction essential as explained below:<br><input type="checkbox"/> a. Will examine at next inspection.<br><input type="checkbox"/> b. Do not conceal until reinspected.<br>9. <input type="checkbox"/> No noncompliance observed. | 10. <input type="checkbox"/> Acceptable variations described below (Request for Change, form HUD-92577, may be submitted).<br>11. <input type="checkbox"/> Extensive noncompliance as explained below (see IV.A below).<br>12. <input type="checkbox"/> On-site improvements acceptably completed subject to receipt of certification that mortgagee's inspection reveals satisfactory completion of all items listed below.<br>13. <input type="checkbox"/> On-site improvements acceptably completed except items listed below, completion of which is delayed by conditions beyond control of the builder (see IV.B below).<br>14. <input type="checkbox"/> On-site improvements acceptably completed.<br>15. <input type="checkbox"/> Off-site improvements:<br><input type="checkbox"/> a. Correction/Completion essential as explained below.<br><input type="checkbox"/> b. Completion assured by escrow agreement or governing authority.<br><input type="checkbox"/> c. Acceptably completed. |
|--|--|

**II. Explanation** of statements checked in Part I and Part III

|     | <input type="checkbox"/> Initial Inspection | <input type="checkbox"/> Framing Inspection | <input type="checkbox"/> Final Inspection | <input type="checkbox"/> Other (explain) | <input type="checkbox"/> Repair Inspection | Inspection Number |
|-----|---|---|---|--|--|-------------------|
| No. |   |   |   |  |  | No.               |
|     |   |   |   |  |  |                   |
|     |   |   |   |  |  |                   |
|     |   |   |   |  |  |                   |
|     |   |   |   |  |  |                   |
|     |   |   |   |  |  |                   |
|     |   |   |   |  |  |                   |

**Certification:** I certify that I have carefully inspected this property on this date. I have no personal interest, present or prospective, in the property, applicant, or proceeds of the mortgage. To the best of my knowledge I have reported all noncompliance, work requiring correction, and unacceptable work.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

|           |                   |   |  |           |
|-----------|-------------------|---|--|-----------|
| Signature | Date (mm/dd/yyyy) | <input type="checkbox"/> Fee Inspector      | <input type="checkbox"/> Appraiser     | ID Number |
| <b>X</b>  |                   | <input type="checkbox"/> DE Staff Inspector | <input type="checkbox"/> HUD Inspector |           |

**III. Specific Conditions Required by the HUD-92800.5B, Not Requiring Field Inspection**

|  |   |   |
|--|---|---|
| 16. <input type="checkbox"/> Submit items or resubmit incomplete items as noted above. | 17. <input type="checkbox"/> Acceptable Compliance with all specific conditions not requiring field inspection. | 18. <input type="checkbox"/> Submit Termite Soil Treatment Guarantee. <input type="checkbox"/> None |
| Approved: <input type="checkbox"/> as modified by me                                   | Signature   | Date (mm/dd/yyyy)   |
| <b>X</b>   |   |   |
|  | <input type="checkbox"/> Direct Endorsement Underwriter   | <input type="checkbox"/> Chief Architect  |
|  | <input type="checkbox"/> Deputy   | ID Number   |

**IV. To Mortgagee:** When signed below, refer to the statement on the back corresponding to the designation checked.

|   |   |   |
|---|---|---|
| <input type="checkbox"/> <b>A. Noncompliance</b><br><input type="checkbox"/> (a) Variations from exhibits.<br><input type="checkbox"/> (b) Unacceptable construction.<br><input type="checkbox"/> (c) Premature construction. | <input type="checkbox"/> <b>B. Compliance</b> -- Incomplete Items. "Mortgagee's Assurance of Completion", HUD-92300, may be submitted for completion \$ _____ not later than:(mm/dd/yyyy) | <input type="checkbox"/> <b>C. Final Acceptance.</b> Closing papers may be submitted provided mortgage credit analysis is acceptable. |
|---|---|---|

|           |                   |   |  |                                 |           |
|-----------|-------------------|---|--|---------------------------------|-----------|
| Signature | Date (mm/dd/yyyy) | <input type="checkbox"/> Direct Endorsement Underwriter | <input type="checkbox"/> Director of Housing Development | <input type="checkbox"/> Deputy | ID Number |
| <b>X</b>  |                   |   |  |                                 |           |

|   |  |
|---|--|
| For HUD Use Only for concurrence of Direct Endorsement Processing of this Compliance Inspection Report. If signed, this final report is considered processed by HUD and, thereby, convertible to the Veterans Administration. | Signature of HUD Authorized Agent <b>X</b> |
|   | Date (mm/dd/yyyy)                          |

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Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collecton displays a valid OMB control number.

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**See the statement below that corresponds to the designation checked on the front of the form under section "IV. To Mortgagee".**

**A. Noncompliance.** Construction is not acceptable or all specific conditions have not been fulfilled in accordance with the terms of the related commitment because of :

- (a) Variations from Exhibits.** Inspection reveals extensive non-compliance, involving variations from accepted construction exhibits. The property will be considered ineligible for mortgage insurance (1) unless the work has been corrected so as to effect compliance, or (2) unless reprocessing is requested on the basis of the mortgage security as it is now being constructed, and this is found to be acceptable. Requests for reprocessing must be accompanied by a letter, in duplicate, fully describing the work as now being constructed, signed by the mortgagor and approved by the mortgagee. Where the plan arrangement, or either the exterior or interior appearance is affected, the mortgagor's letter must be accompanied by drawings, in duplicate, fully indicating the variations and signed by both the mortgagor and the mortgagee.
- (b) Unacceptable Construction.** Construction reveals extensive noncompliance with applicable FHA requirements or good construction practice. The property will be considered ineligible for mortgage insurance until construction has been corrected so as to effect compliance.
- (c) Premature Construction.** Inspection reveals that construction was begun prior to the date of approval for mortgage insurance (in noncompliance with the commitment or statement of appraised value).

**B. Compliance.** (with incomplete items)

Construction of on-site improvements has been acceptably completed except for any items listed on the front of this form. Completion of those items is delayed by conditions beyond the parties' control. The property will considered acceptable for mortgage insurance and closing papers may be submitted provided:

- (a)** All required off-site improvements have been acceptably completed and so reported, or their completion has been assured by an acceptable "Mortgagee's Assurance of Completion" form, and;
- (b)** All specific conditions not requiring field inspection as indicated on the front of this form have been acceptably fulfilled or evidence of compliance is submitted with the closing papers, and;
- (c)** The closing papers are accompanied by form HUD-92300, "Mortgagee's Assurance of Completion," properly executed and providing for withholding the sum indicated, or by indicating the sum is available on a commercial letter of credit, and for completion of construction not later than the date stated on the front of this form.

**C. Final Acceptance**

Construction has been completed and all specific conditions have been acceptably fulfilled. Closing papers may be submitted provided the mortgagee's credit analysis of the borrower is acceptably completed. Evidence of compliance with specific conditions not requiring field inspection as indicated on the front of this form may be submitted with the closing papers.

**INFORMED CONSUMER CHOICE DISCLOSURE NOTICE**

Borrower(s): \_\_\_\_\_

Property Addr: \_\_\_\_\_

Loan Number: \_\_\_\_\_

In addition to an FHA-insured mortgage, you may also qualify for other mortgage products offered by your lender. To assure that you are aware of possible choices in financing, your lender has prepared a comparison of the typical costs of alternative conventional mortgage product(s) below, using representative loan amounts and costs (the actual loan amounts and associated costs shown below will vary from your own mortgage loan transaction). You should study the comparison carefully, ask questions, and determine which product is best for you. The information provided below was prepared as of

Neither your lender nor FHA warrants that you actually qualify for any mortgage loan offered by your lender. This notice is provided to identify the key differences between these mortgage products offered by your lender. **This disclosure is not a contract and does not constitute loan approval.** Actual mortgage approval can only be made following a full underwriting analysis by your mortgage lender.

|    |   | FHA Financing 203(b) Fixed Rate | Conventional Financing 97% w/Mtg Insurance |
|----|---|---------------------------------|--|
| 1  | Sales Price   | 100,000                         | 100,000                                    |
| 2  | Mortgage Amount<br>(with Up-front Mortgage Insurance Premium)                                   | 97,750<br>99,216                | 97,000                                     |
| 3  | Closing Costs   | 2,000                           | 2,000                                      |
| 4  | Down Payment Needed   | 4,250                           | 5,000                                      |
| 5  | Interest Rate and Term of Loan in Years   | 7.00 % / 30 yrs                 | 7.00 % / 30 yrs                            |
| 6  | Monthly Payment (principal and interest only)   | 660.00                          | 645.00                                     |
| 7  | Loan-to-Value   | 97.75 %                         | 97.00 %                                    |
| 8  | Monthly Mortgage Insurance Premium (first year) *   | 39.94                           | 76.63                                      |
| 9  | Maximum # of Years of Monthly Insurance Premium Payments  | 14 yrs                          | 13 yrs                                     |
| 10 | Up-front Mortgage Insurance Premium (if applicable) **<br>(Included in Mortgage Amount, line 2) | 1,466                           |  |
|    |   |                                 |  |
|    |   |                                 |  |
|    |   |                                 |  |
|    |   |                                 |  |
|    |   |                                 |  |

\* Monthly mortgage insurance premiums are calculated on the average annual principal balance, i.e., as the amount you owe on the loan decreases each year, so does the amount of the monthly premium.

\*\* Based on an up-front mortgage insurance premium rate of 1.5 %.

**FHA Mortgage Insurance Premium Information:**

If you paid an up-front mortgage insurance premium, you will also be charged a monthly mortgage insurance premium until the loan-to-value ratio of your mortgage reaches 78 percent of the *initial* sales price or appraised value of your home, whichever was lower (provided that premiums are paid for at least five years). You will reach 78 percent loan-to-value threshold in one of two ways: Through normal amortization as you make your monthly payments, or by paying additional principal on the mortgage. Your lender can advise you on when the mortgage will reach the 78 percent level through normal amortization.

If you have a 15-year mortgage and make a downpayment in excess of 10 percent, you will not have to make monthly mortgage insurance premiums. You will also reach the 78 percent loan-to-value threshold earlier than on longer term mortgages and may not have to pay monthly mortgage insurance premiums for the full five years.

You are required to make these payments on your FHA-insured loan unless you refinance or the mortgage is otherwise paid in full.

If you were *not* charged an up-front premium, as for example on condominiums, you will pay the monthly premium for the life of the mortgage.

I/We have received a copy of this disclosure.

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

**ATTACHMENT C TO MORTGAGEE LETTER 96-48**

**HOUSING COUNSELING**  
Lender Certification of Completion

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The undersigned certifies to the best of its knowledge:

- A. The borrower has completed a housing counseling program that meets the requirements of FHA, the Federal National Mortgage Association (Fannie Mae), or the Federal Home Loan Mortgage Corporation (Freddie Mac).
- B. The housing counseling was delivered by:\*
- the lender
  - a third party
- B. The housing counseling was conducted by:\*
- face to face
  - in a classroom
  - via electronic media

*\*please check only one box*

I, the undersigned, as authorized representative of **Rokitto Enterprises DBA Cimax Home Mortgage** at this time of closing of this mortgage loan, certify that has (have) completed a housing counseling program.

---

Name and Title of Lender's Officer

---

Signature & date

# Direct Endorsement Underwriter/ HUD Reviewer Analysis of Appraisal Report

U.S. Department of Housing  
and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0477 (exp. 9/30/06)

Public reporting burden for this collection of information is estimated to average 3 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

|                  |                                   |                    |
|------------------|-----------------------------------|--------------------|
| Borrower's Name  | FHA Case Number                   | Lender Loan Number |
| Property Address | Appraiser's Name                  |                    |
|                  | Appraiser's Estimate of Value: \$ |                    |

1. Does the appraisal report present a consistent and fair analysis of the property?  Yes  No (Explain)

2. Comment on the report's quality, completeness, consistency, and accuracy.

3. Are the comparables acceptable?  Yes  No (If not, the appraisal should be returned to be appraiser.)

4. Are the adjustments acceptable both as to items adjusted and the amount allocated to each item adjusted?  Yes  No (Explain)

5. Is the value acceptable for HUD/FHA loan purposes?  Yes  No If not, should it be corrected?  Yes  No  
Value for HUD/FHA loan purposes \$ \_\_\_\_\_ . Provide justification for correction.

6. Repair Conditions

7. Other Comments

|                       |              |      |
|-----------------------|--------------|------|
| DE Underwriter (Name) | CHUMS Number | Date |
|-----------------------|--------------|------|

DE Underwriter Signature

HUD Reviewer (Name and Signature)

# Energy-Efficient Mortgages Fact Sheet

Property Address : \_\_\_\_\_ File No.: \_\_\_\_\_  
\_\_\_\_\_

## Purpose

Provides mortgage insurance for a person to purchase or refinance a principal residence and incorporate the cost of energy efficient improvements into the mortgage. The mortgage loan is funded by a lending institution, such as a mortgage company, bank, savings and loan association and the mortgage is insured by HUD.

## Eligibility Requirements

- \* Borrower must meet standard FHA credit qualifications.
- \* Borrower is able to finance closing costs and the up-front mortgage insurance premium into the mortgage. The borrower will also be responsible for paying an annual premium.
- \* Existing or newly constructed one to four unit properties are eligible.
- \* The cost of the energy-efficient improvements that may be eligible for financing into the mortgage is the *greater of* 5% percent of the property's value (not to exceed \$8,000) or \$4,000.
- \* To be eligible for inclusion in the mortgage, the energy-efficient improvements must be cost effective, meaning that the total cost of the improvements is less than the total present value of the energy saved over the useful life of the energy improvement.
- \* The cost of the energy improvements and estimate of the energy savings must be determined by a home energy rating system (HERS) or energy consultant. Up to \$200 of the cost of the energy inspection report may be included in the mortgage.
- \* Maximum mortgage amount for a single-family unit is \$\_\_\_\_\_ *plus* the cost of the eligible energy-efficient improvements. Lesser limits may be applicable in other areas.

## For More Information

- \* Contact your local HUD office.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

# GIFT LETTER

Applicant(s):

Loan Number:

I, \_\_\_\_\_, do hereby certify the following:  
(Donor)

(1) I have made a gift of \$ \_\_\_\_\_ to \_\_\_\_\_  
(Amount) (Recipient)

Whose relationship is: \_\_\_\_\_  
(Relationship)

(2) This gift is to be applied toward the purchase of the property located at:

\_\_\_\_\_  
(Property Address)

(3) No repayment of the gift is expected or implied in the form of cash or by future services of the recipient.

(4) The funds given to the homebuyer were not made available to the donor from any person or entity with an interest in the sale of the property including the seller, real estate agent or broker, builder, loan officer, or any entity associated with them.

(5) The source of this gift is: \_\_\_\_\_  
(Source)

\_\_\_\_\_  
Donor Signature Date

\_\_\_\_\_  
Borrower Signature

\_\_\_\_\_  
Donor Name (Print or Type)

\_\_\_\_\_  
Borrower Signature

\_\_\_\_\_  
Donor Address

( ) \_\_\_\_\_

Donor Phone Number

**WARNING:** Our signatures above indicate that we fully understand that it is a Federal Crime punishable by fine, imprisonment, or both to knowingly make any false statement concerning any of the above facts as applicable under the provision of Title 18, United States Code, Section 1012 and 1014.

**Attachments:**

1. Evidence of Donor's Ability to Provide Funds.
2. Evidence of Receipt of Transfer of Funds.



# For Your Protection: Get a Home Inspection

## Why a Buyer Needs a Home Inspection

A home inspection gives the buyer more detailed information about the overall condition of the home prior to purchase. In a home inspection, a qualified inspector takes an in-depth, unbiased look at your potential new home to:

- ✓ Evaluate the physical condition: structure, construction, and mechanical systems;
- ✓ Identify items that need to be repaired or replaced; and
- ✓ Estimate the remaining useful life of the major systems, equipment, structure, and finishes.

## Appraisals are Different from Home Inspections

An appraisal is different from a home inspection. Appraisals are for lenders; home inspections are for buyers. An appraisal is required to:

- ✓ Estimate the market value of a house;
- ✓ Make sure that the house meets FHA minimum property standards/requirements; and
- ✓ Make sure that the property is marketable.

## FHA Does Not Guarantee the Value or Condition of your Potential New Home

If you find problems with your new home after closing, FHA can not give or lend you money for repairs, and FHA can not buy the home back from you. That is why it is so important for you, the buyer, to get an independent home inspection. Ask a qualified home inspector to inspect your potential new home and give you the information you need to make a wise decision.

## Radon Gas Testing

The United States Environmental Protection Agency and the Surgeon General of the United States have recommended that all houses should be tested for radon. For more information on radon testing, call the toll-free National Radon Information Line at 1-800-SOS-Radon or 1-800-767-7236. As with a home inspection, if you decide to test for radon, you may do so before signing your contract, or you may do so after signing the contract as long as your contract states the sale of the home depends on your satisfaction with the results of the radon test.

## Be an Informed Buyer

It is your responsibility to be an informed buyer. Be sure that what you buy is satisfactory in every respect. You have the right to carefully examine your potential new home with a qualified home inspector. You may arrange to do so before signing your contract, or may do so after signing the contract as long as your contract states that the sale of the home depends on the inspection.



# Borrower's Contract with Respect to Hotel and Transient Use of Property

U.S. Department of Housing and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0059  
(Expires 11/30/2010)

|                  |                  |
|------------------|------------------|
| FHA Case Number: | Borrower's Name: |
|------------------|------------------|

Property Address:

By this contract between the person signing as Borrower/Mortgagor, and hereinafter referred to as the Borrower, and the Secretary of Housing and Urban Development, hereinafter referred to as the Secretary, the parties hereto agree and covenant as follows:

The Secretary has been requested to insure a mortgage on the housing identified in the caption hereof under the provisions of the National Housing Act, as amended:

The Borrower, as the owner of said property by reason of such mortgage insurance, will receive the benefits of said Act;

Sec. 513(a) of the National Housing Act, as amended, provides that as long as mortgage insurance is outstanding no portion of the housing covered by any such mortgage shall be used for transient or hotel purposes;

Pursuant to 28 U.S.C. Section 1746, I certify under penalty of perjury that the foregoing is true and correct.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

The Secretary has defined the term transient or hotel purposes to mean (1) any rental for a period less than 30 days, or (2) any rental if the occupants of the housing accommodations are provided customary hotel services such as room service for food and beverages, maid service, furnishing and laundering of linen, and bellboy service.

In consideration of the foregoing the Borrower covenants and agrees that so long as any of the housing identified in the caption hereof or any part thereof is subject to a mortgage insured under the provisions of the National Housing Act, the Borrower, his/her successors and assigns, will not rent, offer to rent, permit the rental or permit the offering for rental of such housing or any part thereof for transient or hotel purposes.

|  |                                   |
|--|-----------------------------------|
| Date on which this Contract is Executed: | Borrower's Signature:<br><br>X    |
|  | Co-Borrower's Signature:<br><br>X |

Secretary of HUD, by Federal Housing Commissioner:  
(Signature of HUD Authorized Agent)

X

# HUD APPRAISED VALUE DISCLOSURE

Borrower(s):

Lender:

Property Address:

Loan Number:

I (We) understand that my (our) application for a FHA-insured mortgage is being requested under the Direct Endorsement (DE) program. The Lender has advised me (us) that the appraiser has assigned a value of \$ \_\_\_\_\_ to the property being purchased. I am (We are) aware that the final determination of value for mortgage insurance purposes will be made by the DE underwriter after he/she reviews the report. It is understood that I (we) may elect to cancel the application or renegotiate with the seller if the DE Underwriter reduces the value below the amount set forth in the sales contract or requires additional repairs for which the seller will not be responsible.

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

# FHA IDENTITY OF INTEREST CERTIFICATION

|               |   |
|---------------|---|
| Applicant(s): | Broker/Lender: <b>Rokitto Enterprises DBA Cimax Home Mortgage</b><br><b>14500 Roscoe Blvd., 4Th Floor</b><br><b>Panorama City, CA 91402</b> |
|---------------|---|

What is an "Identity of Interest?"

FHA defines an "identity of interest" as any relationship where the purchaser and seller are related, and/or affiliated through a business relationship. This could, for example, be parent/child as buyer/seller, corporation selling to an employee, persons who are partners in other projects as buyer/seller. FHA restricts the loan to value on such loans to 75% of the lesser of the property value plus closing costs or acquisition cost for investor properties/non-occupying co-borrower transactions; or 85% of the lesser of the property value plus closing costs or acquisition cost for owner occupied properties.

Check the option below that describes your situation:

\_\_\_\_\_ I **do not** have an "identity of interest" with the seller of the property I plan to purchase with the FHA financing for which I have applied.

\_\_\_\_\_ I **do** have an "identity of interest" with the seller of the property I plan to purchase with the FHA financing for which I have applied. Further, I understand that my loan-to-value ratio is restricted as follows:

- to 85% of the lesser of the property value plus closing costs or acquisition cost since I will occupy the property;
- to 75% of the lesser of the property value plus closing costs or acquisition cost since there is a non-occupying co-borrower or a non-occupying borrower which will not occupy the property as a principal residence.
- My relationship with the seller is: \_\_\_\_\_.

**WARNING:** Our signature(s) below indicate that we fully understand that it is a Federal Crime punishable by fine, imprisonment or both to knowingly make any false statements concerning any of the above facts as applicable under the provision of Title 18, United States Code, Section 1012 and 1014.

I/We have received a copy of this disclosure:

\_\_\_\_\_ Date \_\_\_\_\_ Date

# Important Notice to Homebuyers

U.S. Department of Housing  
and Urban Development

Office of Housing - Federal  
Housing Commissioner

OMB Approval No. 2502-0059  
(Expires 11/30/2010)

**You must** read this entire document at the time you apply for the loan.  
Return one copy to lender as proof of notification and keep one copy for your records.

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## Condition of Property

The property you are buying is not HUD/FHA approved and HUD/FHA does not warrant the condition or the value of the property. An appraisal will be performed to estimate the value of the property, but this appraisal does not guarantee that the house is free of defects. You should inspect the property yourself very carefully or hire a professional inspection service to inspect the property for you.

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## Interest Rate and Discount Points

HUD does not regulate the interest rate or the discount points that may be paid by you or the seller or other third party. You should shop around to be sure you are satisfied with the loan terms offered and with the service reputation of the lender you have chosen.

The interest rate, any discount points and the length of time the lender will honor the loan terms are all negotiated between you and the lender.

The seller can pay the discount points, or a portion thereof, if you and the seller agree to such an arrangement.

Lenders may agree to guarantee or "lock-in" the loan

terms for a definite period of time (i.e., 15, 30, 60 days, etc.) or may permit your loan to be determined by future market conditions, also known as "floating". Lenders may require a fee to lock in the interest rate or the terms of the loan, but must provide a written agreement covering a minimum of 15 days before the anticipated closing. Your agreement with the lender will determine the degree, if any, that the interest rate and discount points may rise before closing.

If the lender determines you are eligible for the mortgage, your agreement with the seller may require you to complete the transaction or lose your deposit on the property.

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## Don't Commit Loan Fraud

It is important for you to understand that you are required to provide complete and accurate information when applying for a mortgage loan.

Do not falsify information about your income or assets.

Disclose all loans and debts (including money that may have been borrowed to make the downpayment).

Do not provide false letters-of-credit, cash-on-hand statements, gift letters or sweat equity letters.

Do not accept funds to be used for your downpayment from any other party (seller, real estate salesperson, builder, etc.).

Do not falsely certify that a property will be used for your primary residence when you are actually going to use it as a rental property.

Do not act as a "strawbuyer" (somebody who purchases a property for another person and then transfers title of the property to that person), nor should you give that person personal or credit information for them to use in any such scheme.

Do not apply for a loan by assuming the identity of another person.

**Do not sign an incomplete or blank document; that is, one missing the name and address of the recipient and/or other important identifying information.**

**Penalties for Loan Fraud:** Federal laws provide severe penalties for fraud, misrepresentation, or conspiracy to influence wrongly the issuance of mortgage insurance by HUD. You can be subject to a possible prison term and fine of up to \$10,000 for providing false information. Additionally, you could be prohibited from obtaining a HUD-insured loan for an indefinite period.

**Report Loan Fraud:** If you are aware of any fraud in HUD programs or if an individual tries to persuade you to make false statements on a loan application, you should report the matter by calling your nearest HUD office or the HUD Regional Inspector General, or call the HUD Hotline on 1 (800) 347-3735.

**Warning:** It is a crime to knowingly make false statements to the United States Government on this or any similar form. Penalties upon conviction can include a fine and imprisonment. For details see: Title 18 U.S. Code Section 1001 and Section 1010.

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## Discrimination

If you believe you have been subject to discrimination because of race, color, religion, sex, handicap, familial status, or national origin, you should call HUD's Fair Housing & Equal Opportunity Complaint Hotline: 1 (800) 669-9777.

**About Prepayment**

This notice is to advise you of the requirements that must be followed to accomplish a prepayment of your mortgage, and to prevent accrual of any interest after the date of prepayment.

You may prepay any or all of the outstanding indebtedness due under your mortgage at any time, without penalty. However, to avoid the accrual of interest on any prepayment, the prepayment must be received on the installment due date (the first day of the month) if the lender stated this policy in its response to a request for a payoff figure.

Otherwise, you may be required to pay interest on the amount prepaid through the end of the month. The lender can refuse to accept prepayment on any date other than the installment due date.

**FHA Mortgage Insurance Information**

**Who may be eligible for a refund?**

**Premium Refund:** You may be eligible for a refund of a portion of the insurance premium if you paid an upfront mortgage insurance premium at settlement and are refinancing with another FHA mortgage.

Review your settlement papers or check with your mortgage company to determine if you paid an upfront premium.

**Exceptions**

**Assumptions:** When a FHA insured loan is assumed the insurance remains in force (the seller receives no refund). The owner(s) of the property at the time the insurance is terminated is entitled to any refund.

**FHA-to-FHA Refinance:** When a FHA insured loan is refinanced, the refund from the old premium may be applied toward the upfront premium required for the new loan.

**How are Refunds Determined?**

The FHA Commissioner determines how much of the upfront premium is refunded when loans are terminated. Refunds are based on the number of months the loan is insured.

**Monthly Insurance Premiums**

If you paid an upfront mortgage insurance premium, you will also be charged a monthly mortgage insurance premium until the loan-to-value of your mortgage reaches 78 percent of the initial sales price or appraised value of your home, whichever was lower (provided that premiums are paid for at least five years). You will reach the 78 percent loan-to-value threshold in one of two ways: Through normal amortization as you make your monthly payments, or by paying additional principal on the mortgage. Your lender can advise you on when the mortgage will reach the 78 percent loan-to-value threshold. If you were not charged an upfront premium, you will pay the monthly premium for the life of the mortgage.

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**Important:** The rules governing the eligibility for premium refunds are based on the financial status of the FHA insurance fund and are subject to change.

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SI USTED HABLA ESPANOL Y TIENE DIFICULTAD LEYENDO O HABLANDO INGLES, POR FAVOR LLAME A ESTE NUMERO TELEFONICO 800.697.6967.

**You, the borrower(s), must be certain that you understand the transaction. Seek professional advice if you are uncertain.**

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**Acknowledgment:** I acknowledge that I have read and received a copy of this notice at the time of loan application. This notice does not constitute a contract or binding agreement. It is designed to provide current HUD/FHA policy regarding refunds.

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Signature & Date

X \_\_\_\_\_

Signature & Date

X \_\_\_\_\_

Signature & Date

X \_\_\_\_\_

Signature & Date

X \_\_\_\_\_

## SOCIAL SECURITY NUMBER CERTIFICATION

I, \_\_\_\_\_, do not have proof of my Social Security Number as provided originally in the form of a card, but I hereby certify that my Social Security Number is \_\_\_\_\_, and is the same number listed on my \_\_\_\_\_, which I have submitted as part of my loan application.

\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

WARNING: Section 1010 of Title 18 U.S.C. Federal Housing Administration states "Whoever, for purposes of influencing in any the way the action of such Administration...makes, passes, or publishing any statement, knowing the same to be false, shall be fined not more than \$5,000.00 or imprisoned not more than two years or both."

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\_\_\_\_\_  
Borrower

\_\_\_\_\_  
Date

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# HUD/VA Addendum to Uniform Residential Loan Application

OMB Approval No. VA: 2900-0144  
 HUD: 2502-0059 (expires 11/30/2010)

|   |  |   |                                      |  |
|---|--|---|--------------------------------------|--|
| <b>Part I - Identifying Information</b> (mark the type of application)  |  | 2. Agency Case No: (include any suffix)                                     | 3. Lender's Case No.                 | 4. Section of the Act (for HUD cases)  |
| 1. <input type="checkbox"/> VA Application for Home Loan Guaranty <input type="checkbox"/> HUD/FHA Application for Insurance under the National Housing Act |  |   |                                      |  |
| 5. Borrower's Name & Present Address (include zip code)   |  | 7. Loan Amount (include the UFMP if for HUD or Funding Fee if for VA)<br>\$ | 8. Interest Rate<br>%                | 9. Proposed Maturity<br>yrs. mos.      |
| 6. Property Address (including name of subdivision, lot & block no. & zip code)   |  | 10. Discount Amount (only if borrower is permitted to pay)<br>\$            | 11. Amount of Up Front Premium<br>\$ | 12a. Amount of Monthly Premium<br>/mo. |
|   |  | 12b. Term of Monthly Premium<br>months                                      |                                      |  |
|   |  | 13. Lender's I.D. Code  | 14. Sponsor/Agent I.D. Code          |  |
| 15. Lender's Name & Address (include zip code)  |  | 16. Name & Address of Sponsor/Agent   |                                      |  |
| <b>Type or Print all entries clearly</b>  |  | 17. Lender's Telephone Number   |                                      |  |

**VA:** The veteran and the lender hereby apply to the Secretary of Veterans Affairs for Guaranty of the loan described here under Section 3710, Chapter 37, Title 38, United States Code, to the full extent permitted by the veteran's entitlement and severally agree that the Regulations promulgated pursuant to Chapter 37, and in effect on the date of the loan shall govern the rights, duties, and liabilities of the parties.

|  |   |  |   |
|--|---|--|---|
| 18. First Time Homebuyer?<br>a. <input type="checkbox"/> Yes<br>b. <input type="checkbox"/> No | 19. <b>VA Only:</b><br>Title will be Vested in:<br><input type="checkbox"/> Veteran<br><input type="checkbox"/> Veteran & Spouse<br><input type="checkbox"/> Other (Specify): | 20. Purpose of Loan (blocks 9 - 12 are for VA loans only)<br>1) <input type="checkbox"/> Purchase Existing Home Previously Occupied<br>2) <input type="checkbox"/> Finance Improvements to Existing Property<br>3) <input type="checkbox"/> Refinance (Refi.)<br>4) <input type="checkbox"/> Purchase New Condo. Unit<br>5) <input type="checkbox"/> Purchase Existing Condo. Unit<br>6) <input type="checkbox"/> Purchase Existing Home Not Previously Occupied | 7) <input type="checkbox"/> Construct Home (proceeds to be paid out during construction)<br>8) <input type="checkbox"/> Finance Co-op Purchase<br>9) <input type="checkbox"/> Purchase Permanently Sited Manufactured Home<br>10) <input type="checkbox"/> Purchase Permanently Sited Manufactured Home & Lot<br>11) <input type="checkbox"/> Refi. Permanently Sited Manufactured Home to Buy Lot<br>12) <input type="checkbox"/> Refi. Permanently Sited Manufactured Home/Lot Loan |
|--|---|--|---|

## Part II - Lender's Certification

21. The undersigned lender makes the following certifications to induce the Department of Veterans Affairs to issue a certificate of commitment to guarantee the subject loan or a Loan Guaranty Certificate under Title 38, U. S. Code, or to induce the Department of Housing and Urban Development - Federal Housing Commissioner to issue a firm commitment for mortgage insurance or a Mortgage Insurance Certificate under the National Housing Act.

- A. The loan terms furnished in the Uniform Residential Loan Application and this Addendum are true, accurate and complete.
- B. The information contained in the Uniform Residential Loan Application and this Addendum was obtained directly from the borrower by an employee of the undersigned lender or its duly authorized agent and is true to the best of the lender's knowledge and belief.
- C. The credit report submitted on the subject borrower (and co-borrower, if any) was ordered by the undersigned lender or its duly authorized agent directly from the credit bureau which prepared the report and was received directly from said credit bureau.
- D. The verification of employment and verification of deposits were requested and received by the lender or its duly authorized agent without passing through the hands of any third persons and are true to the best of the lender's knowledge and belief.

- E. The Uniform Residential Loan Application and this Addendum were signed by the borrower after all sections were completed.
- F. This proposed loan to the named borrower meets the income and credit requirements of the governing law in the judgment of the undersigned.
- G. To the best of my knowledge and belief, I and my firm and its principals: (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency; (2) have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for (a) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; (b) violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (3) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph G(2) of this certification; and (4) have not, within a three-year period preceding this application/proposal, had one or more public transactions (Federal, State or local) terminated for cause or default.

**Items "H" through "J" are to be completed as applicable for VA loans only.**

H. The names and functions of any duly authorized agents who developed on behalf of the lender any of the information or supporting credit data submitted are as follows:

|                |   |
|----------------|---|
| Name & Address | Function (e.g., obtained information on the Uniform Residential Loan Application, ordered credit report, verifications of employment, deposits, etc.) |
|----------------|---|

If no agent is shown above, the undersigned lender affirmatively certifies that all information and supporting credit data were obtained directly by the lender.

- I. The undersigned lender understands and agrees that it is responsible for the omissions, errors, or acts of agents identified in item H as to the functions with which they are identified
- J. The proposed loan conforms otherwise with the applicable provisions of Title 38, U.S. Code, and of the regulations concerning guaranty or insurance of loans to veterans.

|                                |                            |                   |
|--------------------------------|----------------------------|-------------------|
| Signature of Officer of Lender | Title of Officer of Lender | Date (mm/dd/yyyy) |
| <b>X</b>                       |                            |                   |

**Part III - Notices to Borrowers.** Public reporting burden for this collection of information is estimated to average 6 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number can be located on the OMB Internet page at [http://www.whitehouse.gov/omb/library/OMB/INV.LIST.OF.AGENCIES.html#LIST\\_OF\\_AGENCIES](http://www.whitehouse.gov/omb/library/OMB/INV.LIST.OF.AGENCIES.html#LIST_OF_AGENCIES).

**Privacy Act Information.** The information requested on the Uniform Residential Loan Application and this Addendum is authorized by 38 U.S.C. 3710 (if for DVA) and 12 U.S.C. 1701 et seq. (if for HUD/FHA). The Debt Collection Act of 1982, Pub. Law 97-365, and HUD's Housing and Community Development Act of 1987, 42 U.S.C. 3543, require persons applying for a federally insured or guaranteed loan to furnish his/her social security number (SSN). You must provide all the requested information, including your SSN. HUD and/or VA may conduct a computer match to verify the information you provide. HUD and/or VA may disclose certain information to Federal, State, and local agencies when relevant to civil, criminal, or regulatory investigations and prosecutions. It will not otherwise be disclosed or released outside of HUD or VA, except as required and permitted by law. The information will be used to determine whether you qualify as a mortgagor. Any disclosure of information outside VA or HUD/FHA will be made only as permitted by law. Failure to provide any of the requested information, including SSN, may



# Direct Endorsement Approval for a HUD/FHA-Insured Mortgage

U.S. Department of Housing and Urban Development

|  |  |  |                                      |  |
|--|--|--|--------------------------------------|--|
| <b>Part I - Identifying Information</b> (mark the type of application)                       |  | 2. Agency Case No. (include any suffix)                    | 3. Lender's Case No.                 | 4. Section of the Act (for HUD cases)    |
| 1. <input type="checkbox"/> HUD/FHA Application for Insurance under the National Housing Act |  |  |                                      |  |
| 5. Borrower's Name & Present Address (include zip code)                                      |  | 7. Loan Amount (include the UFMIP)<br>\$                   | 8. Interest Rate<br>%                | 9. Proposed Maturity<br>yrs. mos.        |
| 6. Property Address (including name of subdivision, lot & block no. & zip code)              |  | 10. Discount Amount (only if borrower is permitted to pay) | 11. Amount of Up Front Premium<br>\$ | 12a. Amount of Monthly Premium<br>\$/mo. |
|  |  | 12b. Term of Monthly Premium<br>months                     |                                      |  |
|  |  | 13. Lender's I.D. Code                                     | 14. Sponsor/Agent I.D. Code          |  |
| 15. Lender's Name & Address (include zip code)   |  | 16. Name & Address of Sponsor/Agent                        |                                      |  |
| <b>Type or Print all entries clearly</b>   |  | 17. Lender's Telephone Number                              |                                      |  |

**Approved:** Approved subject to the additional conditions stated below, if any.

Date Mortgage Approved \_\_\_\_\_

Date Approval Expires \_\_\_\_\_

|                          |  |                                   |                    |                                |                       |                                  |                                 |                                   |
|--------------------------|--|-----------------------------------|--------------------|--------------------------------|-----------------------|----------------------------------|---------------------------------|-----------------------------------|
| <input type="checkbox"/> | <b>Modified &amp; Approved as follows:</b> | Loan Amount (include UFMIP)<br>\$ | Interest Rate<br>% | Proposed Maturity<br>yrs. mos. | Monthly Payment<br>\$ | Amount of Up Front Premium<br>\$ | Amount of Monthly Premium<br>\$ | Term of Monthly Premium<br>months |
|--------------------------|--|-----------------------------------|--------------------|--------------------------------|-----------------------|----------------------------------|---------------------------------|-----------------------------------|

**Additional Conditions:**

- If this is proposed construction, the builder has certified compliance with HUD requirements on form HUD-92541.
- If this is new construction, the lender certifies that the property is 100% complete (both on site and off site improvements) **and** the property meets HUD's minimum property standards and local building codes.
- Form HUD-92544, Builder's Warranty is required.
- The property has a 10-year warranty.
- Owner-Occupancy **Not** required (item (b) of the Borrower's Certificate does not apply).
- The mortgage is a high loan-to-value ratio for non-occupant mortgagor in military.
- Other: (specify)

This mortgage was rated as an "accept" or "approve" by FHA's Total Mortgage Scorecard. As such, the undersigned representative of the mortgagee certifies to the integrity of the data supplied by the lender used to determine the quality of the loan, that a Direct Endorsement Underwriter reviewed the appraisal (if applicable) and further certifies that this mortgage is eligible for HUD mortgage insurance under the Direct Endorsement program. I hereby make all certifications required for this mortgage as set forth in HUD Handbook 4000.4

Mortgagee Representative: \_\_\_\_\_

This mortgage was rated as a "refer" by FHA's Total Mortgage Scorecard, and/or was manually underwritten by a Direct Endorsement underwriter. As such, the undersigned Direct Endorsement underwriter certifies that I have personally reviewed the appraisal report (if applicable), credit application, and all associated documents and have used due diligence in underwriting this mortgage. I find that this mortgage is eligible for HUD mortgage insurance under the Direct Endorsement program and I hereby make all certifications required for this mortgage as set forth in HUD Handbook 4000.4

Direct Endorsement Underwriter \_\_\_\_\_ DE's CHUMS ID Number \_\_\_\_\_

**The Mortgagee, its owners, officers, employees or directors**  do  do not **have a financial interest in or a relationship, by affiliation or ownership, with the builder or seller involved in this transaction.**

## Borrower's Certificate

The undersigned certifies that:

- (a) I will not have outstanding any other unpaid obligations contracted in connection with the mortgage transaction or the purchase of the said property except obligations which are secured by property or collateral owned by me independently of the said mortgaged property, or obligations approved by the Commissioner;
- (b) One of the undersigned intends to occupy the subject property, (note: this item does not apply if owner-occupancy is not required by the commitment);
- (c) All charges and fees collected from me as shown in the settlement statement have been paid by my own funds, and no other charges have been or will be paid by me in respect to this transaction;
- (d) Neither I, nor anyone authorized to act for me, will refuse to sell or rent, after the making of a bona fide offer, or refuse to negotiate for the sale or rental of or otherwise make unavailable or deny the dwelling or property covered by this loan to any person because of race, color, religion, sex, handicap, familial status or national origin. I recognize that any restrictive covenant on this property relating to race, color, religion, sex, handicap, familial status or national origin is illegal and void and any such covenant is hereby specifically disclaimed. I understand that civil action for preventative relief may be brought by the Attorney General of the United States in any appropriate U.S. District Court against any person responsible for a violation of this certificate.

Borrower(s) Signature(s) & Date

**X**

## Lender's Certificate

The undersigned certifies that to the best of its knowledge:

- (a) The statements made in its application for insurance and in this Certificate are true and correct;
- (b) The conditions listed above or appearing in any outstanding commitment issued under the above case number have been fulfilled;
- (c) Complete disbursement of the loan has been made to the borrower, or to his/her creditors for his/her account and with his/her consent;
- (d) The security instrument has been recorded and is a good and valid first lien on the property described;
- (e) No charge has been made to or paid by the borrower except as permitted under HUD regulations;
- (f) The copies of the credit and security instruments which are submitted herewith are true and exact copies as executed and filed for record;
- (g) It has not paid any kickbacks, fee or consideration of any type, directly or indirectly, to any party in connection with this transaction except as permitted under HUD regulations and administrative instructions.

I, the undersigned, as authorized representative of **Rokitto Enterprises DBA Cimax Home Mortgage**, mortgagee at this time of closing of this mortgage loan, certify that I have personally reviewed the mortgage loan documents, closing statements, application for insurance endorsement, and all accompanying documents. I hereby make all certifications required for this mortgage as set forth in HUD Handbook 4000.4.

|                               |  |   |      |
|-------------------------------|--|---|------|
| Lender's Name                 |  | <b>Note:</b> If the approval is executed by an agent in the name of lender, the agent must enter the lender's code number and type. |      |
| Title of Lender's Officer     |  |   |      |
| Signature of Lender's Officer |  | Code Number (5 digits)  | Type |
| Date                          |  |   |      |

**X**