

FHA LOAN DELIVERY CHECKLIST

BORROWER: _____

PROGRAM: HILLSBOROUGH COUNTY 2010

ORIGINATING LENDER _____

CONTACT: _____

USBHM LOAN # _____

PHONE: _____

- CUSTOMER ID NOTICE(PATRIOT ACT) **USBHM UNDERWRITTEN ONLY
- ORIGINAL NOTE & 1 COPY *Endorsed to U.S. Bank N.A.**
- NAME AFFIDAVIT, IF APPLICABLE - 1 COPY
- MORTGAGE - (2 COPIES)
- TAX EXEMPT RIDER - 2 COPIES
- CONDO, PUD, 1-4 FAMILY RIDER - 2 COPIES, IF APPLICABLE
- ASSIGNMENT OF MORTGAGE - 2 COPIES *Assigned to U.S. Bank N.A.
- REQUIRED 2ND / DPA MORTGAGE DOCUMENTATION, IF APPLICABLE**
- ORIGINAL PROMISSORY NOTE & 1 COPY
- MORTGAGE - (2 COPIES)
- DPA ACKNOWLEDGEMENT FORM

- FIRST PAYMENT LETTER *with payment breakdown, first payment date*
- HUD-I & AGGREGATE ESCROW ANALYSIS DISCLOSURE - 2 COPIES
- TITLE COMMITMENT OR SHORT FORM POLICY - 2 COPIES
- TAX CERTIFICATION - 2 COPIES **PROOF OF PAYMENT, IF APP.
- HAZARD INSURANCE POLICY WITH 1 YR. PROOF OF PAYMENT & 1 COPY
- EVIDENCE OF SINKHOLE COVERAGE **REQUIRED** HAZARD POLICY/BINDER
- MORTGAGEE CLAUSE LETTER, (HAZARD/FLOOD) - 2 COPIES
- WIND / HAIL INSURANCE (IF APPLICABLE)
- FLOOD CERTIFICATION & DISCLOSURES - 2 COPIES **Must be Life of Loan and transferable to USBHM*
- FLOOD INSURANCE BINDER WITH 1 YR. PROOF OF PAYMENT (IF APPLICABLE)& 1 COPY
- COPY OF BUYDOWN AGREEMENT, IF APPLICABLE - 2 COPIES
- SPECIFIC POWER OF ATTORNEY (POA) - 2 Copies
- COPY OF W-9 FOR PRIMARY BORROWER

***DPA SOURCE MUST BE DISCLOSED ON HUD-I**

U.S. BANK N.A.
 its successors and or assigns as their interest may appear.
 c/o U.S. Bank Home Mortgage
 P.O. Box 7298
 Springfield, OH 45501-7298

- INITIAL LOAN APPLICATION *must be signed & dated by interviewer*
- FINAL TYPED LOAN APPLICATION **must be signed by interviewer and borrowers*
- HOMEBUYER EDUCATION CERTIFICATE
- 92900-LT UNDERWRITING & TRANSMITTAL SUMMARY
- HUD 92900A- DIRECT ENDORSEMENT APPROVAL
- LOAN MUST BE FHA INSURED IF OLDER THAN 90 DAYS FROM CLOSING

REQUIRED TRUTH-IN-LENDING DOCUMENTATION	HIGH PRICED MORTGAGE LOAN DOCUMENTATION	REQUIRED
EARLY/INITIAL T-I-L 1ST MTG., MUST INCLUDE VERBIAGE		FINAL FFIEC CALCULATOR PRINT OUT
EARLY/INITIAL T-I-L, 2nd Mortgage, (only app. if AMORT. 2nd)		UW CERT. LOAN UNDERWRITTEN AS HPML & MEETS REQ.
FINAL T-I-L <i>*signed and dated at closing</i>		EVIDENCE OF RATE AND DATE OF LOCK W/BORROWER
FINAL 2ND MTG. T-I-L, (ONLY app. if AMORT. 2nd)		
CORRECTIVE T-I-L, IF APP. 1ST MTG. & 2ND MTG., if applicable		
MDIA CERTIFICATION FOR 2ND MORTGAGE, only app. if AMORT. 2ND)		

- ASSURANCE / WARRANTY OF COMPLETION, IF APPLICABLE
- TERMITE REPORT OF TERMITE SOIL GUARANTEE, IF APPLICABLE
- SURVEY
- COMPLIANCE OR ERRORS & OMISSIONS AGREEMENT
- IRS FORM 4506T OR 8821
- MISC. PERTINENT CLOSING/UNDERWRITING DOCUMENTATION

CREDIT UNDERWRITING PACKAGE:

DU FINDINGS/UW APPROVAL	
COPIES OF UW CONDITIONS	
PURCHASE AGREEMENT	
FINAL INSPECTIONS	
GOOD FAITH ESTIMATE	

APPRAISAL	
CREDIT REPORTS	
VOE'S	
VOD'S OR ALT. DOCUMENTS	
NOTICE OF SALE ASSIGNMENT OF SERV. RIGHTS/RESPA	

- HUD 92900-LT UNDERWRITING TRANSMITTAL SUMMARY
- HUD 92900-A DIRECT ENDORSEMENT APPROVAL (page 3)
- LOAN MUST BE FHA INSURED IF > 90 DAYS FROM CLOSING

FILE DELIVERY INFORMATION:

Loan File Delivery Address:
U.S. Bank Home Mortgage - MRBP Division
 17500 Rockside Road
 Bedford, OH 44146
 Attn: MRBP Operations Department

BORROWER PAYMENT INFORMATION:

Borrower Payment Address:
U.S. Bank Home Mortgage
 P.O. Box 468002
 Bedford, OH 44146-8002
www.usbankhomemortgage.com