

MRBP GOVERNMENT LOAN DELIVERY CHECKLIST

Lender	Mortgagor(s) Name(s)
Contact Person and Phone Number	Property Address
Loan Program	U.S. Bank Loan Number

Documents Required For All Loans

- | | |
|---|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> 1. Bailee Letter with Warehouse Bank information <input type="checkbox"/> 2. Original Note(s) endorsed to U.S. Bank National Association or acceptable Note Allonge <input type="checkbox"/> 3. Certified copy of all Mortgage(s) / Deed(s) of Trust with attached legal description and applicable Riders (if MERS, must be on MOM Docs) <input type="checkbox"/> 4. Certified copy of Assignment of Mortgage to U.S. Bank National Association (if applicable) <input type="checkbox"/> 5. Certified copy of Power of Attorney, (if applicable) <input type="checkbox"/> 6. Original notarized Name Affidavit(s), (if applicable) <input type="checkbox"/> 7. Initial / First Payment Letter <input type="checkbox"/> 8. Title Commitment / Binder <input type="checkbox"/> 9. Plat Drawing / Survey, (if applicable) <input type="checkbox"/> 10. Final Title Policy OR Closing Protection Letter <input type="checkbox"/> 11. Tax Certification Sheet <input type="checkbox"/> 12. Final HUD-1 Settlement Statement and Itemization(s) - if DPA utilized, source must be disclosed on HUD-1 <input type="checkbox"/> 13. Initial Escrow Account Disclosure <input type="checkbox"/> 14. Hazard Policy with paid receipt to include Mortgagee Clause to U.S. Bank National Association <input type="checkbox"/> 15. Standard Flood Hazard Determination <input type="checkbox"/> 16. Notice to Borrower in Special Flood Hazard Area, signed and dated on or before closing, (if applicable) <input type="checkbox"/> 17. Flood Policy with paid receipt (if applicable), to include Mortgagee Clause to U.S. Bank National Association <input type="checkbox"/> 18. Wind/Hail Policy with paid receipt (if applicable) <input type="checkbox"/> 19. Notice of Assignment of Servicing Rights / RESPA <input type="checkbox"/> 20. Sales Contract/Purchase Agreement (if applicable) <input type="checkbox"/> 21. Initial and all subsequent Good Faith Estimates (GFEs) <input type="checkbox"/> 22. Certification of Delivery of Values (ECOA) | <ul style="list-style-type: none"> <input type="checkbox"/> 23. Initial Uniform Residential Loan Application (URLA / 1003) signed and dated by interviewer <input type="checkbox"/> 24. Early TIL Disclosure <input type="checkbox"/> 25. All Corrective TIL Disclosures <input type="checkbox"/> 26. Final Initialed, fully executed Uniform Residential Loan Application (URLA / 1003) (7/05) <input type="checkbox"/> 27. Final TIL Disclosure signed and dated at consummation <input type="checkbox"/> 28. Appraisal for subject property to include all pages <input type="checkbox"/> 29. Final Inspection(s) (if applicable) <input type="checkbox"/> 30. Work Completion Escrow Agreement (if applicable) <input type="checkbox"/> 31. FFIEC Rate Spread Calculator Results (if HPML) <input type="checkbox"/> 32. Documentation of Lender Lock-in Date (if HPML) <input type="checkbox"/> 33. DU/LP/GUS with all pages included (if applicable) <input type="checkbox"/> 34. VOE for each employed borrower (if applicable) <input type="checkbox"/> 35. Credit Report(s) for all Borrowers <input type="checkbox"/> 36. Copies of Underwriting Conditions <input type="checkbox"/> 37. IRS W-9 (primary borrower only) <input type="checkbox"/> 38. IRS 4506-T (8821 if self-employed) for all borrowers <input type="checkbox"/> 39. IRS Tax Transcript or Record of Account for all borrowers <input type="checkbox"/> 40. One month Year-to-Date paystubs <input type="checkbox"/> 41. Two years most recent W-2/1099 <input type="checkbox"/> 42. One year most recent fully executed tax returns <input type="checkbox"/> 43. Two months Bank Statements / VOD <input type="checkbox"/> 44. Homebuyers Education Certificate (if applicable) <input type="checkbox"/> 45. Gift Letter(s) and proof of transfer (if applicable) <input type="checkbox"/> 46. Compliance / Errors and Omissions Agreement <input type="checkbox"/> 47. Customer ID Notice - Patriot Act (only if w/w by USBHM) <input type="checkbox"/> 48. Homeownership Counseling Organizations Disclosure <input type="checkbox"/> 49. All specific requirements per HFA Program |
|---|---|

Additional Documents for FHANA/USDA Loans and Manufactured Homes

FHA Section

- 1. HUD-92900-A to include pages 1-4
- 2. Important Notice to Homebuyer
- 3. Real Estate Cart and Amendatory Clause (Purchase Only)
- 4. Notice to Homeowner - Assumption Notification
- 5. MI Consumer Choices Notification
- 6. FHA Case Query reflecting UFMP as received
- 7. LUTS 92900-LT with CAIVRS/LDP/GSA sections complete
- 8. Conditional Commitment with all requirements
- 9. Borrower Certification and Authorization
- 10. Loan must be FHA insured if > than 90 days from close
- 11. If attached Condo, provide Lender Unit Certification form
- 12. Buydown Agreement, (if applicable)
- 13. HUD-92561 (Hotel/Transient Use - required if 2+ units)
- 14. Down Payment Assistance Funding Form (USB002) and attachment (if DPA is being used)

FHA New Construction Section

- 1. Builder's Certificate (HUD-92541)
- 2. Builder's Warranty of Completion (HUD-92544)
- 3. Evidence of 10 Year Warranty, or in lieu of Warranty, Builder's Permit & Certificate of Occupancy
- 4. Final Inspection (HUD-92051 or 1004D, if applicable)
- 5. Termite / Wood Destroying Insect / Soil Treatment Guar

Manufactured Homes Section (if permissible per HFA)

- 1. Alta 7.1-06 (or equivalent) on Title Commit / Final Title Policy
- 2. Manufactured Home Rider or Security Instrument with Manufactured Home Information as part of Legal Description
- 3. Manufactured Home Affidavit of Affixation
- 4. Engineer Foundation Report / Structural Certification
- 5. Manufactured Home Limited Power of Attorney
- 6. Evidence of Title Surrender to State

HFA Specific Documents See page 2

VA Section

- 1. VA-26-1802A to include pages 1-2
- 2. VA-26-1820 Report & Certification of Loan Disbursement
- 3. Certificate of Eligibility (COE) for Veteran borrower
- 4. VA Funding Fee Receipt reflecting settled/processed
- 5. VA 26-6393 Loan Analysis
- 6. CAIVRS Authorization for all Borrowers
- 7. VA Notice of Value with all conditions
- 8. Borrower Certification and Authorization
- 9. VA Rider to Security Instrument (or 5 clauses)
- 10. Escape Clause / Amendatory Clause (Purchase only)
- 11. VA-26-0592 Counseling Checklist (active duty only)
- 12. VA HUD-1 Itemization (lines 801, 1100, and all credits)
- 13. Lender Loan Quality Certification (Title 38 USC)
- 14. VA 26-1866 Commitment Cert (if Prior Approval from VA)
- 15. VA Loan Guaranty Certificate (if > 90 days from close)

USDA Section

- 1. RD 1980-18 Conditional Commitment with all attachments
- 2. 1008 Underwriting Transmittal
- 3. RD 1980-19 Guaranteed Loan Closing Report
- 4. RD 1980-21 Request for SFH Loan Guarantee
- 5. Lender Certification for SFH Guaranteed Loan
- 6. Homebuyers Education Course Completion Cert
- 7. RD 1980-17 Loan Note Guarantee (if > 90 days from close)

<p>FILE DELIVERY INFORMATION MAIL FILE TO:</p> <p>U.S. BANK HOME MORTGAGE ATTN: MRB Operations Dept 17500 Rockside Road Bedford, OH 44146</p>	<p>HAZARD INS LOSS PAYEE CLAUSE</p> <p>U.S. Bank National Association Its successors and or assigns as their interest may appear c/o U.S. Bank Home Mortgage P.O Box 7928 Springfield, OH 44501-7928</p>	<p>BORROWER PAYMENT ADDRESS</p> <p>U.S. BANK HOME MORTGAGE P.O. BOX 468002 Bedford, OH 44146-8002</p> <p>www.usbankhomemortgage.com</p>
---	---	--

MRBP LOAN DELIVERY CHECKLIST

Page 2

SPECIFIC HFA REQUIRED DOCUMENTS

Nevada Housing Division
Loan Program

U.S. Bank Loan Number

HFA Documents Required For All Loan Types

(Certified Copies of these Exhibits are acceptable)

- 1. Buyer's Confirming Affidavit – Exhibit F
- 2. Certificate of Participating Lending Institutions – Exhibit G
- 3. Recapture Tax Notice – Exhibit N