

APPENDIX XX: HECM PRE-ENDORSEMENT REVIEW CHECKLIST

CASE

NUMBER: \_\_\_\_\_ BY: \_\_\_\_\_

Approved/Rejected

A R Late Submission Explanation (if received more than 60 days closing)

A R Copy of signed 1st Note

A R Copy of signed 1st Security Instrument (Mortgage or Deed of Trust)

A R Signed ORIGINAL 2nd Note

A R Signed Original (or certified true copy) of 2nd Security Instrument (Mortgage/Deed of Trust)

A R Signed HUD-1 Settlement Statement

A R Notice to Borrower

A R Signed Loan Agreement (shall have 3 Originals)

A R Choice of Insurance Options

A R Certification regarding Hotel and Transient Use (2, 3, or 4 unit properties)

A R Evidence of Calculations (for principal limit and monthly payment amount)

A R Final Uniform Residential Loan Application (URLA): Signed by all borrowers

A R Addendum for URLA (HUD-92900-A), Signed and dated by the appropriate parties. Obtain DE Underwriter's name and ID# from page 3

A R Credit Report

A R Evidence the Mortgagor (Borrower) received counseling

A R Evidence of Social Security Number (Social Security Card, driver's license, or 1099)

A R Title Insurance Commitment (or other acceptable title evidence)

A R Statement of Appraised Value (HUD-92800-5B)

A R HUD-92564-VC Valuation Condition Sheet Evidence conditions have been cleared (may be HUD-92051 inspection for or cleared separately)

A R Final Uniform Residential Appraisal Report (URAR) and complete appraisal package

A R HUD-92564-HS Homebuyer Summary, signed and dated by  
all parties.

Note: Pull the following documents during review and fasten down  
on left side of binder: 2nd Note; 2nd Mortgage/Deed of Trust; 3  
Original Loan Agreements; Notice to Borrower