

## SECTION 184-A NATIVE HAWAIIAN HOUSING LOAN GUARANTEE PROGRAM POST ENDORSEMENT SUBMISSION CHECKLIST – DIRECT GUARANTEE (Single Close New Construction and Rehabilitation Documents)

**BORROWER(S):** \_\_\_\_\_ **CASE#:** \_\_\_\_\_

| ITEM  | INCLUDED |
|---|----------|
| <b>ALL SINGLE CLOSE NEW CONSTRUCTION / REHABILITATION LOANS:</b>  |          |
| Builder Permit (issued prior to start of construction)  |          |
| Certificate of Occupancy (or its equivalent issued by local jurisdiction in those jurisdictions that perform three local inspections and issue a Certificate of Occupancy [or equivalent], this certificate is evidence of completion of the local inspections) |          |
| If <b>both</b> items listed above are not submitted, a HUD-approved 10-year warranty plan with a final inspection (by an FHA roster inspector or qualified individual) is required to be submitted.   |          |
| Builder Certification of Plans, Specifications and Site (Form HUD-92541)  |          |
| Warranty of Substantial Completion (184A Form HUD-50110-A)  |          |
| Modification to Plans and Specifications – A set of revised plans and specifications showing all approved changes to the original plans and specifications  |          |
| Draw Requests (all draws including final) showing the amount and to whom disbursements were made and copies of corresponding checks for disbursement  |          |
| Compliance Inspection Reports, Form HUD-92051 (one for each draw) signed by the inspector   |          |
| Request for Acceptance of Changes in Approved Drawings and Specifications (Change Orders) Form HUD-92577 – copy of all change order requests  |          |
| Final Inspection OR Recertification of Value of the completed property by the Appraiser with photos   |          |
| Mortgagor's Letter of Completion – Borrower certification that construction was completed in a workman like manner in accordance with the plans and specifications and approved change orders, if any   |          |
| Contingency Release Notice – Executed notice that shows amount and use of contingency funds   |          |
| Construction Escrow Breakdown – documenting all funds disbursed from each category and the amount remaining in each category  |          |
| Specific Condition(s) Clearance documentation (such as termite inspections, local health authority approvals for well and septic, etc.)   |          |
| Final Release Notice (prepared for DG underwriter's signature) – upon receipt of the above items, the DG underwriter will execute the final release notice and provide instructions on release of the remaining funds, if applicable                            |          |
| Release of Funds – submission of mortgage payment history that confirms the principle reduction payment made and evidence of any reimbursements made to third parties   |          |
| Mortgagee's Assurance of Completion – Where escrow was established for minor incomplete work (184A form HUD-50118-A)  |          |

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Public reporting burden for this collection of information is estimated to average .15 hours per response, including the time for reviewing instructions, searching existing data sources, gather and maintaining the data needed, and completing and reviewing the collection of information. HUD 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 is required in order for an eligible homebuyer to obtain a benefit and for HUD to administer the Loan Guarantee Program for Native Americans, Alaska Natives, and native Hawaiians (24 CFR Parts 1005 and 1007). The requested information is necessary to determine the income and credit worthiness of homebuyers. If HUD did not collect this information, it would prevent HUD from guaranteeing mortgages to eligible homebuyers. While no assurances of confidentiality are pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

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