

# Description of Materials

U.S. Department of Housing  
and Urban Development  
Department of Veterans Affairs  
Farmers Home Administration

OMB Control No. 2502-0313  
(exp. 7/31/2027)

Public reporting burden for this collection of information is estimated to average 30 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. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 4176, Washington, DC 20410-5000 or email: PaperworkReductionActOffice@hud.gov. When providing comments, please refer to OMB Approval 2502-0313. Do not send completed form to this address. 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.

The National Housing Act (12 USC 1703) authorizes insuring financial institutions against default losses on single family mortgages. HUD must evaluate the acceptability and value of properties to be insured. The information collected here will be used to determine if proposed construction meets regulatory requirements and if the property is suitable for mortgage insurance. Response to this information collection is mandatory. No assurance of confidentiality is provided.

☐ Proposed Construction ☐ Under Construction No. \_\_\_\_\_ (To be inserted by HUD, VA or FmHA)  
Property address (Include City and State) \_\_\_\_\_

Name and address of Mortgagor or Sponsor	Name and address of Contractor or Builder
--	---

## Instructions

- For additional information on how this form is to be submitted, number of copies, etc., see the instructions applicable to the HUD Application for Mortgage Insurance, VA Request for Determination of Reasonable Value, or FmHA Property Information and Appraisal Report, as the case may be.
- Describe all materials and equipment to be used, whether or not shown on the drawings, by marking an X in each appropriate check-box and entering the information called for each space. If space is inadequate, enter "See misc." and describe under item 27 or on an attached sheet. **The use of paint containing more than the percentage of lead by weight permitted by law is prohibited.**
- Work not specifically described or shown will not be considered unless required, then the minimum acceptable will be assumed. Work exceeding minimum requirements cannot be considered unless specifically described.
- Include no alternates, "or equal" phrases, or contradictory items. (Consideration of a request for acceptance of substitute materials or equipment is not thereby precluded.)
- Include signatures required at the end of this form.
- The construction shall be completed in compliance with the related drawings and specifications, as amended during processing. The specifications include this Description of Materials and the applicable Minimum Property Standards.

## 1. Excavation

Bearing soil, type \_\_\_\_\_

## 2. Foundations

Footings concrete mix \_\_\_\_\_ strength psi \_\_\_\_\_ Reinforcing \_\_\_\_\_

Foundation wall material \_\_\_\_\_ Reinforcing \_\_\_\_\_

Interior foundation wall material \_\_\_\_\_ Party foundation wall \_\_\_\_\_

Columns material and sizes \_\_\_\_\_ Piers material and reinforcing \_\_\_\_\_

Girders material and sizes \_\_\_\_\_ Sills material \_\_\_\_\_

Basement entrance areaway \_\_\_\_\_ Window areaways \_\_\_\_\_

Waterproofing \_\_\_\_\_ Footing drains \_\_\_\_\_

Termite protection \_\_\_\_\_

Basementless space ground cover \_\_\_\_\_ insulation \_\_\_\_\_ foundation vents \_\_\_\_\_

Special foundations \_\_\_\_\_

Additional information \_\_\_\_\_

## 3. Chimneys

Material \_\_\_\_\_ Prefabricated (make and size) \_\_\_\_\_

Flue lining material \_\_\_\_\_ Heater flue size \_\_\_\_\_ Fireplace flue size \_\_\_\_\_

Vents (material and size) gas or oil heater \_\_\_\_\_ water heater \_\_\_\_\_

Additional information \_\_\_\_\_

## 4. Fireplaces

Type ☐ solid fuel ☐ gas-burning ☐ circulator (make and size) \_\_\_\_\_ Ash dump and clean-out \_\_\_\_\_

Fireplace facing \_\_\_\_\_ lining \_\_\_\_\_ hearth \_\_\_\_\_ mantel \_\_\_\_\_

Additional information \_\_\_\_\_

**5. Exterior Walls**

Wood frame wood grade, and species \_\_\_\_\_ ☐ Corner bracing Building paper or felt \_\_\_\_\_

Sheathing \_\_\_\_\_ thickness \_\_\_\_\_ width \_\_\_\_\_ ☐ solid ☐ spaced \_\_\_\_\_ o.c. ☐ diagonal \_\_\_\_\_

Siding \_\_\_\_\_ grade \_\_\_\_\_ type \_\_\_\_\_ size \_\_\_\_\_ exposure \_\_\_\_\_ fastening \_\_\_\_\_

Shingles \_\_\_\_\_ grade \_\_\_\_\_ type \_\_\_\_\_ size \_\_\_\_\_ exposure \_\_\_\_\_ fastening \_\_\_\_\_

Stucco \_\_\_\_\_ thickness \_\_\_\_\_ Lath \_\_\_\_\_ weight \_\_\_\_\_ lb.

Masonry veneer \_\_\_\_\_ Sills \_\_\_\_\_ Lintels \_\_\_\_\_ Base flashing \_\_\_\_\_

Masonry ☐ solid ☐ faced ☐ stuccoed total wall thickness \_\_\_\_\_ facing thickness \_\_\_\_\_ facing material \_\_\_\_\_

Backup material \_\_\_\_\_ thickness \_\_\_\_\_ bonding \_\_\_\_\_

Door sills \_\_\_\_\_ Window sills \_\_\_\_\_ Lintels \_\_\_\_\_ Base flashing \_\_\_\_\_

Interior surfaces dampproofing, \_\_\_\_\_ coats of \_\_\_\_\_ furring \_\_\_\_\_

Additional information \_\_\_\_\_

Exterior painting material \_\_\_\_\_ number of coats \_\_\_\_\_

Gable wall construction ☐ same as main walls ☐ other construction \_\_\_\_\_

**6. Floor Framing**

Joists wood, grade, and species \_\_\_\_\_ other \_\_\_\_\_ bridging \_\_\_\_\_ anchors \_\_\_\_\_

Concrete slab ☐ basement floor ☐ first floor ☐ ground supported ☐ self-supporting mix \_\_\_\_\_ thickness \_\_\_\_\_

reinforcing \_\_\_\_\_ insulation \_\_\_\_\_ membrane \_\_\_\_\_

Fill under slab material \_\_\_\_\_ thickness \_\_\_\_\_

Additional information \_\_\_\_\_

**7. Subflooring (Describe underflooring for special floors under item 21)**

Material grade and species \_\_\_\_\_ size \_\_\_\_\_ type \_\_\_\_\_

Laid ☐ first floor ☐ second floor ☐ attic \_\_\_\_\_ sq. ft. ☐ diagonal ☐ right angles

Additional information \_\_\_\_\_

**8. Finish Flooring (Wood only. Describe other finish flooring under item 21)**

Location	Rooms	Grade	Species	Thickness	Width	Bldg. Paper	Finish
First floor							
Second floor							
Attic floor	sq. ft.						

Additional information \_\_\_\_\_

**9. Partition Framing**

Studs wood, grade, and species \_\_\_\_\_ size and spacing \_\_\_\_\_ Other \_\_\_\_\_

Additional information \_\_\_\_\_

**10. Ceiling Framing**

Joists wood, grade, and species \_\_\_\_\_ Other \_\_\_\_\_ Bridging \_\_\_\_\_

Additional information \_\_\_\_\_

**11. Roof Framing**

Rafters wood, grade, and species \_\_\_\_\_ Roof trusses (see detail) grade and species \_\_\_\_\_

Additional information \_\_\_\_\_

**12. Roofing**

Sheathing wood, grade, and species \_\_\_\_\_ ☐ solid ☐ spaced \_\_\_\_\_ o.c.

Roofing \_\_\_\_\_ grade \_\_\_\_\_ size \_\_\_\_\_ type \_\_\_\_\_

Underlay \_\_\_\_\_ weight or thickness \_\_\_\_\_ size \_\_\_\_\_ fastening \_\_\_\_\_

Built-up roofing \_\_\_\_\_ number of plies \_\_\_\_\_ surfacing material \_\_\_\_\_

Flashing material \_\_\_\_\_ gage or weight \_\_\_\_\_ ☐ gravel stops ☐ snow guards

Additional information \_\_\_\_\_

**13. Gutters and Downspouts**

Gutters material \_\_\_\_\_ gage or weight \_\_\_\_\_ size \_\_\_\_\_ shape \_\_\_\_\_  
 Downspouts material \_\_\_\_\_ gage or weight \_\_\_\_\_ size \_\_\_\_\_ shape \_\_\_\_\_ number \_\_\_\_\_  
 Downspouts connected to ☐ Storm sewer ☐ sanitary sewer ☐ dry-well ☐ Splash blocks material and size \_\_\_\_\_  
 Additional information \_\_\_\_\_

**14. Lath and Plaster**

Lath ☐ walls ☐ ceilings material \_\_\_\_\_ weight or thickness \_\_\_\_\_ Plaster coats \_\_\_\_\_ finish \_\_\_\_\_  
 Dry-wall ☐ walls ☐ ceilings material \_\_\_\_\_ thickness \_\_\_\_\_ finish \_\_\_\_\_  
 Joint treatment \_\_\_\_\_

**15. Decorating (Paint, wallpaper, etc.)**

Rooms	Wall Finish Material and Application	Ceiling Finish Material and Application
Kitchen		
Bath		
Other		

Additional information \_\_\_\_\_

**16. Interior Doors and Trim**

Doors type \_\_\_\_\_ material \_\_\_\_\_ thickness \_\_\_\_\_  
 Door trim type \_\_\_\_\_ material \_\_\_\_\_ Base type \_\_\_\_\_ material \_\_\_\_\_ size \_\_\_\_\_  
 Finish doors \_\_\_\_\_ trim \_\_\_\_\_  
 Other trim (item, type and location) \_\_\_\_\_  
 Additional information \_\_\_\_\_

**17. Windows**

Windows type \_\_\_\_\_ make \_\_\_\_\_ material \_\_\_\_\_ sash thickness \_\_\_\_\_  
 Glass grade \_\_\_\_\_ ☐ sash weights ☐ balances, type \_\_\_\_\_ head flashing \_\_\_\_\_  
 Trim type \_\_\_\_\_ material \_\_\_\_\_ Paint \_\_\_\_\_ number coats \_\_\_\_\_  
 Weatherstripping type \_\_\_\_\_ material \_\_\_\_\_ Storm sash, number \_\_\_\_\_  
 Screens ☐ full ☐ half type \_\_\_\_\_ number \_\_\_\_\_ screen cloth material \_\_\_\_\_  
 Basement windows type \_\_\_\_\_ material \_\_\_\_\_ screens, number \_\_\_\_\_ Storm sash, number \_\_\_\_\_  
 Special windows \_\_\_\_\_  
 Additional information \_\_\_\_\_

**18. Entrances and Exterior Detail**

Main entrance door material \_\_\_\_\_ width \_\_\_\_\_ thickness \_\_\_\_\_ Frame material \_\_\_\_\_ thickness \_\_\_\_\_  
 Other entrance doors material \_\_\_\_\_ width \_\_\_\_\_ thickness \_\_\_\_\_ Frame material \_\_\_\_\_ thickness \_\_\_\_\_  
 Head flashing \_\_\_\_\_ Weatherstripping type \_\_\_\_\_ saddles \_\_\_\_\_  
 Screen doors thickness \_\_\_\_\_ number \_\_\_\_\_ screen cloth material \_\_\_\_\_ Storm doors thickness \_\_\_\_\_ number \_\_\_\_\_  
 Combination storm and screen doors thickness \_\_\_\_\_ number \_\_\_\_\_ screen cloth material \_\_\_\_\_  
 Shutters ☐ hinged ☐ fixed Railings \_\_\_\_\_ Attic louvers \_\_\_\_\_  
 Exterior millwork grade and species \_\_\_\_\_ Paint \_\_\_\_\_ number coats \_\_\_\_\_  
 Additional information \_\_\_\_\_

**19. Cabinets and Interior Detail**

Kitchen cabinets, wall units material \_\_\_\_\_ lineal feet of shelves \_\_\_\_\_ shelf width \_\_\_\_\_  
 Base units material \_\_\_\_\_ counter top \_\_\_\_\_ edging \_\_\_\_\_  
 Back and end splash \_\_\_\_\_ Finish of cabinets \_\_\_\_\_ number coats \_\_\_\_\_  
 Medicine cabinets make \_\_\_\_\_ model \_\_\_\_\_  
 Other cabinets and built-in furniture \_\_\_\_\_  
 Additional information \_\_\_\_\_

**20. Stairs**

Stair	Treads		Risers		Strings		Handrail		Balusters	
	Material	Thickness	Material	Thickness	Material	Size	Material	Size	Material	Size
Basement										
Main										
Attic										

Disappearing make and model number \_\_\_\_\_

Additional information \_\_\_\_\_

**21. Special Floors and Wainscot (Describe Carpet as listed in Certified Products Directory)**

Floors	Location	Material, Color, Border, Sizes, Gage, Etc.	Threshold Material	Wall Base Material	Underfloor Material
	Kitchen				
	Bath				
Wainscot	Location	Material, Color, Border, Cap. Sizes, Gage, Etc.	Height	Height Over Tub	Height in Showers (From Floor)
	Bath				

Additional information \_\_\_\_\_

**22. Plumbing**

Fixture	Number	Location	Make	MFR's Fixture Identification No.	Size	Color
Sink						
Lavatory						
Water closet						
Bathtub						
Shower over tub						
Stall shower						
Laundry trays						

Bathroom accessories ☐ Recessed material \_\_\_\_\_ number \_\_\_\_\_ ☐ Attached material \_\_\_\_\_ number \_\_\_\_\_

Additional information \_\_\_\_\_

☐ Curtain rod ☐ Door ☐ Shower pan material \_\_\_\_\_ \* (Show and describe individual system in complete detail in separate drawings and specifications according to requirements.)
Water supply ☐ public ☐ community system ☐ individual (private) system\*Sewage disposal ☐ public ☐ community system ☐ individual (private) system\*House drain (inside) ☐ cast iron ☐ tile ☐ other \_\_\_\_\_ House sewer (outside) ☐ cast iron ☐ tile ☐ other \_\_\_\_\_Water piping ☐ galvanized steel ☐ copper tubing ☐ other \_\_\_\_\_ Sill cocks, number \_\_\_\_\_

Domestic water heater type \_\_\_\_\_ make and model \_\_\_\_\_ heating capacity \_\_\_\_\_ gph. 100° rise.

Storage tank material \_\_\_\_\_ capacity \_\_\_\_\_ gallons

Gas service ☐ utility company ☐ liq. pet. gas ☐ other \_\_\_\_\_ ☐ Gas piping ☐ cooking ☐ house heatingFooting drains connected to ☐ storm sewer ☐ sanitary sewer ☐ dry well ☐ Sump pump make and model \_\_\_\_\_

capacity \_\_\_\_\_ discharges into \_\_\_\_\_

Additional information \_\_\_\_\_

### 23. Heating

☐ Hot water ☐ Steam ☐ Vapor ☐ One-pipe system ☐ Two-pipe system  
☐ Radiators ☐ Convectors ☐ Baseboard radiation Make and model \_\_\_\_\_  
☐ Radiant panel ☐ floor ☐ wall ☐ ceiling Panel coil material \_\_\_\_\_  
☐ Circulator ☐ Return pump Make and model \_\_\_\_\_ capacity \_\_\_\_\_ gpm.  
Boiler make and model \_\_\_\_\_ Output \_\_\_\_\_ Btuh. net rating \_\_\_\_\_ Btuh.

Additional information \_\_\_\_\_

Warm air ☐ Gravity ☐ Forced Type of system \_\_\_\_\_  
Duct material supply \_\_\_\_\_ return \_\_\_\_\_ Insulation \_\_\_\_\_ thickness \_\_\_\_\_ ☐ Outside air intake  
Furnace: make and model \_\_\_\_\_ Input \_\_\_\_\_ Btuh. output \_\_\_\_\_ Btuh.

Additional information \_\_\_\_\_

☐ Space heater ☐ floor furnace ☐ wall heater Input \_\_\_\_\_ Btuh. output \_\_\_\_\_ Btuh. number units \_\_\_\_\_  
Make, model \_\_\_\_\_

Additional information \_\_\_\_\_

Controls make and types \_\_\_\_\_

Additional information \_\_\_\_\_

Fuel: ☐ Coal ☐ oil ☐ gas ☐ liq. pet. gas ☐ electric ☐ other \_\_\_\_\_ storage capacity \_\_\_\_\_

Additional information \_\_\_\_\_

Firing equipment furnished separately ☐ Gas burner, conversion type ☐ Stoker hopper feed ☐ bin feed  
Oil burner ☐ pressure atomizing ☐ vaporizing \_\_\_\_\_  
Make and model \_\_\_\_\_

Control \_\_\_\_\_

Additional information \_\_\_\_\_

Electric heating system type \_\_\_\_\_ Input \_\_\_\_\_ watts @ \_\_\_\_\_ volts output \_\_\_\_\_ Btuh.

Additional information \_\_\_\_\_

Ventilating equipment ☐ attic fan, make and model \_\_\_\_\_ capacity \_\_\_\_\_ cfm.  
☐ kitchen exhaust fan, make and model \_\_\_\_\_

Other heating, ventilating, or cooling equipment \_\_\_\_\_

Additional information \_\_\_\_\_

### 24. Electric Wiring

Service ☐ overhead ☐ underground Panel ☐ fuse box ☐ circuit-breaker make \_\_\_\_\_ AMP's \_\_\_\_\_ No. circuits \_\_\_\_\_  
Wiring ☐ conduit ☐ armored cable ☐ nonmetallic cable ☐ knob and tube ☐ other \_\_\_\_\_  
Special outlets ☐ range ☐ water heater ☐ other \_\_\_\_\_  
☐ Doorbell ☐ Chimes ☐ Push-button locations \_\_\_\_\_

Additional information \_\_\_\_\_

### 25. Lighting Fixtures

Total number of fixtures \_\_\_\_\_ Total allowance for fixtures, typical installation, \$ \_\_\_\_\_

Nontypical installation \_\_\_\_\_

Additional information \_\_\_\_\_

**26. Insulation**

Location	Thickness	Material, Type, and Method of Installation	Vapor Barrier
Roof			
Ceiling			
Wall			
Floor			

**27. Miscellaneous:** (Describe any main dwelling materials, equipment, or construction items not shown elsewhere; or use to provide additional information where the space provided was inadequate. Always reference by item number to correspond to numbering used on this form.)

**Hardware** (make, material, and finish.)

**Special Equipment** (State material or make, model and quantity. Include only equipment and appliances which are acceptable by local law, custom and applicable FHA standards. Do not include items which, by established custom, are supplied by occupant and removed when he vacates premises or chattles prohibited by law from becoming realty.)

**Porches**

**Terraces**

**Garages**

**Walks and Driveways**

Driveway width \_\_\_\_\_ base material \_\_\_\_\_ thickness \_\_\_\_\_ surfacing material \_\_\_\_\_ thickness \_\_\_\_\_  
 Front walk width \_\_\_\_\_ material \_\_\_\_\_ thickness \_\_\_\_\_ Service walk width \_\_\_\_\_ material \_\_\_\_\_ thickness \_\_\_\_\_  
 Steps material \_\_\_\_\_ treads \_\_\_\_\_ risers \_\_\_\_\_ Cheek walls \_\_\_\_\_

**Other Onsite Improvements**

(Specify all exterior onsite improvements not described elsewhere, including items such as unusual grading, drainage structures, retaining walls, fence, railings, and accessory structures.)

**Landscaping, Planting, and Finish Grading**

Topsoil \_\_\_\_\_ thick ☐ front yard ☐ side yards ☐ rear yard to \_\_\_\_\_ feet behind main building  
 Lawns (seeded, sodded, or sprigged) ☐ front yard \_\_\_\_\_ ☐ side yards \_\_\_\_\_ ☐ rear yard \_\_\_\_\_  
 Planting ☐ as specified and shown on drawings ☐ as follows:  
 \_\_\_\_\_ Shade trees deciduous \_\_\_\_\_ caliper \_\_\_\_\_ Evergreen trees \_\_\_\_\_ to \_\_\_\_\_ B & B  
 \_\_\_\_\_ Low flowering trees deciduous \_\_\_\_\_ to \_\_\_\_\_ Evergreen shrubs \_\_\_\_\_ to \_\_\_\_\_ B & B  
 \_\_\_\_\_ High-growing shrubs deciduous \_\_\_\_\_ to \_\_\_\_\_ Vines, 2-year \_\_\_\_\_  
 \_\_\_\_\_ Medium-growing shrubs deciduous \_\_\_\_\_ to \_\_\_\_\_ Other \_\_\_\_\_  
 \_\_\_\_\_ Low-growing shrubs deciduous \_\_\_\_\_ to \_\_\_\_\_

**Identification**—This exhibit shall be identified by the signature of the builder, or sponsor, and/or the proposed mortgagor if the latter is known at the time of application.

Date (mm/dd/yyyy) \_\_\_\_\_ Signature \_\_\_\_\_

Signature