

**Assignment Request
Background Data for
HUD Assignment of Mortgage**

U.S. Department of Housing
and Urban Development
Office of Housing / Federal Housing Commissioner
Single Family Assignment Programs



OMB No 2502-0169

Public Reporting Burden for this collection of information is estimated to average 0.5 hour 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reporting Management Office, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600; and to the Office of Management and Budget, Paperwork Reduction Project (2502-0169), Washington, D.C. 20503.

Name of Holding Mortgagee

Name and Address of Servicer Mortgagee

Log Number (to be completed by HUD field office)

A. Basic Data

Name of All Mortgagees of Record

Loan Number

Property Address

FHA Case Number

B. Payment & Delinquency Data

1. Original Mortgage Amount	Date 1st Payment is Due	Interest Rate	Loan Term	Principle Balance	as of (date)
\$		%	years	\$	
2. Principle & interest (no subsidy)	Taxes	Insurance	MIP	Total Payment	
\$	+ \$	- \$	+ \$	= \$	
3. Total Interest Paid and Escrow Delinquency	Number of Months	Paid Through (date)	Late Charges	Foreclosure Fees	Escrow Shortage
\$			\$	\$	\$

Section 205 Loans Only	Anniversary Date	Effective Date of Last Renegotiation	Mortgage Payment	Suspension Date of Assurances Contract	Termination Date of Assurances Contract	Reason for Termination
			\$			

5. Taxes	3a. Annual Property Taxes	3b. Other Taxes	3c. Other Taxes	3d. Other Taxes	3e. Other Taxes	3f. Other Taxes
	Name of Taxing Authority					
	Tax ID No.					
	Annual Amount					
	Paid Through (date)					

6. Annual Hazard Insurance	Paid Through (date)	Expiration Date	7. Did Present Mortgagee Assume This Mortgage?	Date Assumed
\$			Yes <input type="checkbox"/> No <input type="checkbox"/>	

C. Servicing Data	Date 1st Letter Sent to Mortgagee	Date 2nd Letter Sent to Mortgagee	Date 3rd Letter Sent to Mortgagee	Amount of Unassigned Funds on Deposit
\$				\$

Date of all visits to the property during the last 12 months.

Has a HUD-approved counseling agency been actively involved in this case? Yes No

Date of all in-person interviews with the mortgagee during the last 12 months:

Date and Amount of any partial payments returned since the date the account was last current:

Foreclosure Authorization

Mortgagee's Authorization is attached Mortgagee has Blanket Authorization

Continue on the back of this form.

APPENDIX 30

Briefly describe the reasons given for default and any informal forbearance agreements approved. Indicate mortgagee compliance.

D. A mortgagee is eligible for assistance if criteria 1 through 6 listed below are met or if all but criteria 5 and 6 are met and HUD waives criteria 5 and 6. Mortgagees need only document their findings on criteria 5 and 6. If the mortgagee answers "yes" to criteria 1, 2, 3 and 4, the mortgagee must request that assistance be provided. Mortgagees should refer to paragraph 128 of HUD Handbook 4330.1, Administration of Insured Home Mortgages, for complete explanation of these criteria.

- Yes No
- 1. Mortgagee can foreclose and has indicated to mortgagee its intention to do so.
 - 2. Three full monthly installments are due but unpaid after the application of any partial payments which may be accepted but not yet applied.
 - 3. Default caused by circumstances beyond the mortgagee's control.
 - 4. Reasonable prospect of resuming full payments within 36 months after the beginning of the period for which assistance is provided or upon termination of assistance, whichever first occurs; repay the assistance at a time designated by the Secretary; and pay the mortgage in full by its maturity date extended up to 10 years if necessary.
 - 5. Property is mortgagee's principal residence.
 - 6. Mortgagee owns no other property subject to mortgage insured or held by the Secretary.

E. If this is a Section 235 loan, attach copies of the last two recertifications (forms HUD-93101, HUD-93101-A) or, if applicable, the termination of assistance (form HUD-93114) and supporting income verifications. If a Recapture Section 235 attach documentation of all assistance applied for life mortgage.

F. Check all the types of mortgage that apply in this case and attach the supporting documentation.

- 1. GPM (Graduated Payment Mortgage)
- 2. GEM (Growing Equity Mortgage)
- 3. SAM (Shared Appreciation Mortgage)
- 4. SEM (Shared Equity Mortgage)
- 5. ARM (Adjustable Rate Mortgage)
- 6. Indexed Mortgage
- 7. Interest Buydown
- 8. Co-insured Mortgage
- 9. Up Front MIP

Termination Date or Buydown Agreement (if any)	Amount in Buydown Escrow Acct.	
	\$	

Name & Signature of Mortgagee or Servicer Representative	Telephone No.	Date

X