

Mortgage Record Change

For Insured Loans Only,
Not for Commitment Assignments

U.S. Department of Housing
and Urban Development
Office of Housing
Federal Housing Commissioner

OMB Approval No. 2502 - 0422 (exp. 7/31/99)

Public reporting burden for this collection of information is estimated to average 0.1 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 Reports Management Officer, Office of Information Technology, Paperwork Reduction Project (2502-0422), U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600.

Do not send this form to the above address.

Instructions: Submit the original only to HUD within 15 calendar days from the date of change for home or multifamily mortgage.

Sale of Mortgage It is the Seller's responsibility to submit this form. Boxes 1, 2, 3, and 5 thru 14 must be completed by the Seller. Box 15 must be signed by an authorized official of the purchasing mortgagee. Signatures in boxes 14 and 15 are official notice to HUD that this insured loan has been sold in accordance with HUD regulations. Seller and purchaser agree that the purchaser succeeds to all rights and assumes all obligations of the Seller under the HUD contract of insurance. Upon receipt of this notice by HUD, the Seller will be released from its obligations under the contract of insurance. HUD will acknowledge receipt of this notice to the Seller and to the Purchaser by monthly computer listing.

Change of Servicer Boxes 1, 2, 3, 5, 7, 8, 10, 12, and 15 must be completed.

Change of Mortgagor Boxes 1, 2, 3, 4, 5, 7, 8, 10, 12, and 15 must be completed. If a mortgagee marks the form indicating that a new home mortgage borrower has HUD-approved credit, HUD will accept this notice as mortgagee certification that all HUD requirements have been met. On all changes involving Section 222 cases, box 13 must be completed.

On home mortgage assumptions by eligible military personnel, attach the previously filled-in DD Form 802, *Certificate of Eligibility*, plus all copies and mark this box.

9. Selling Mortgagee: (mortgagee code no., name, address & zip code)

11 Name of Present Mortgagor (or Previous Mortgagor if for a Mortgagor change) :

13. Property Address: (include zip code)

14. Selling Mortgagee: (signature of Authorized Official)

X

1. **Type of Action:** (mark all applicable boxes)

Change of Holding
Mortgagee or Servicer

Sale of Mortgage
 Change of Servicer

Change of Mortgagor
(Home Mortgages Only)

Credit of new Mortgagor not approved by HUD
 Credit of new Mortgagor approved by HUD under 2210 procedure

2. Original Amount of Mortgage:

\$

3. FHA Case or Project No:

Section of
Act Code:

4. Name of New Mortgagor: (change of Home Mortgagor only)

5. Maturity Date: (month/year)

6. (for Projects Only)

Construction is Completed
 Construction is Uncompleted

7. Date of This Notice: (mm/dd/yy)

8. Date of Transfer: (mm/dd/yy)

10. Purchasing Mortgagee: (mortgagee code no., name, address & zip code)

12. Servicer to Which Future Premium Notices Should Be Sent:
(mortgagee code no., name, address & zip code)

15. Purchasing or Holding Mortgagee: (signature of Authorized Official)
For Multifamily Projects Only

X

For **Multifamily changes**, mail the completed form to:

U.S. Department of Housing and Urban Development
Multifamily Insurance Operations Branch
PO Box 44124
Washington, DC 20026-4124

For **Single Family changes**, mail the completed form to:

U.S. Department of Housing and Urban Development
Attn: Data Quality Section
PO Box 23991
Washington, DC 20026-3991