# Mortgagee's Report of Net Sales Proceeds—Schedule F
## Risk-Sharing

**Instructions:** See HUD Handbook 4590.1 instructions on how to prepare this Schedule. Submit an original and two copies. Submit supporting documentation required by HUD Handbook 4820.1.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>HFA Name</td>
</tr>
<tr>
<td>2.</td>
<td>HFA Mortgagee Number</td>
</tr>
<tr>
<td>3.</td>
<td>Project Name</td>
</tr>
<tr>
<td>4.</td>
<td>FHA Project Number</td>
</tr>
<tr>
<td>5a.</td>
<td>Appraised Value</td>
</tr>
<tr>
<td>5b.</td>
<td>Appraiser Name</td>
</tr>
<tr>
<td>5c.</td>
<td>Appraiser Address</td>
</tr>
<tr>
<td>5d.</td>
<td>Date Appraisal Performed (mm/dd/yyyy)</td>
</tr>
<tr>
<td>6.</td>
<td>Contract Sales Price</td>
</tr>
<tr>
<td>7.</td>
<td>Method of Disposition</td>
</tr>
</tbody>
</table>

### Part I - Complete If Project Has Been Sold

**A. Sales Price/Appraised Value (If the project was sold by negotiated sale, enter the greatest of the amounts in Items 5a or b. If the project was sold by competitive bid, enter the amount in Item 6)**

- A. $ __________

**B. Additions (Amounts due from buyer at closing)**

- Taxes ______________________
- Insurance ____________________
- Water and Sewer ______________
- Ground Rents ________________
- Other Operating Expenses (describe) $ __________

**B. $ __________

**C. Deductions (Amounts due to buyer at closing)**

- Prepaid Taxes (Schedule B, Column B) $ __________
- Insurance ____________________
- Water and Sewer ______________
- Ground Rents ________________
- Other Operating Expenses (describe) $ __________

**C. $ __________

**D. Net Sales Proceeds**

(Line A plus Line B minus Line C)

**D. $ __________

### Part II - Complete If Project Has Not Been Sold

**A. Appraised Value (Enter amount in Item 5a)**

**A. $ __________

**B. Deductions**

- Prepaid Taxes (Schedule B, Column B) $ __________
- Insurance ____________________
- Water and Sewer ______________
- Ground Rents ________________
- Other Operating Expenses (describe) $ __________

**B. $ __________

**C. Net Sales Proceeds (Line A minus Line B)**

**C. $ __________
Instructions for Completing F - Mortgagee's Report of Net Sales Proceeds

Public Reporting Burden for the collection of information is estimated to average 2.7 hours 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 Policy and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3300 and to the Office of Management and Budget, Paperwork Reduction Project (0551-0067), Washington, D.C. 20503. Do not send this completed form to one of these addresses.

To the best of my knowledge, all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3730)

A. Overview. Report the results of the appraisal and compute the "net sales proceeds".

B. Steps to Complete Form.

1. Complete the lender data and fill in the requested information on the appraisal, the contract sales price and the method of disposition.

2. If you have sold the property, complete Part I of this Schedule. Show how project income and expense were prorated at the time of settlement. Do not deduct any real estate sales commission or other disposition cost, since these are shown on Schedule D.

3. If you have not sold the property prior to the expiration of the terms of the HFA Debenture, complete Part II of this Schedule.

C. Required Supporting Documentation. Retain the following documentation to support amounts shown on Schedule F:

1. Copies of the two required appraisals

2. If the project has been sold:
   a. Copy of Sales Contract
   b. Copy of Settlement Statement

3. If the project has not been sold, documentation to support prorated expenses.