Mortgage Record Change **For Insured Multifamily 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. 9/30/2007)

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. Providing this information is required to obtain benefits. HUD requires this information to assure accuracy in the fee and premium billing programs under HUD-FHA's automatic data processing system. HUD uses the information to process premium payments and to process claims. No confidentiality is required. HUD may not require, and you are not required to respond to, this collection of information unless it has a current OMB control number.

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

Sale of Mortgage: It is the Seller's responsibility to submit this form. Boxes 1, 2, 3, and 5 through 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, 5, 7, 8, 10, 12, and 15 must be completed.

1. Type of Action: (mark all applicable boxes)
Change of Holding Mortgagee or Servicer

☐ Sale of Mortgage
☐ Change of Servicer

2. Original Amount of Mortgage:	3. FHA Project No:	Section of Act Code:
▲$	▲	▲

4. RESERVED

5. Maturity Date: (month and year)

▲

6. Construction Status:

☐ Construction is Completed
☐ Construction is Uncompleted

7. Date of This Notice: (mm/dd/yyyy)	8. Date of Transfer (mm/dd/yyyy)
▲	▲

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

▲

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

▲

11. Name of Present Mortgagor (or Previous Mortgagor if for a Mortgagor Change)

▲

12. Service to Which Future Premium Notices Should be Sent: (mortgagee code no., name, address & ZIP code)

▲

13. Property Address: (include ZIP code)

▲

14. Selling Mortgagee: (Authorized Official)

Name (Print): _____

Signature: _____

Phone Number: _____

15. Purchasing or Holding Mortgagee: (Authorized Official)

Name (Print): _____

Signature: _____

Phone Number: _____

Mail the completed form to:
U.S. Department of Housing and Urban Development
Multifamily Insurance Operations Branch
PO Box 44124
Washington, DC 20026-4124