

# Request to Exceed Cost and Protection Limits for Preservation

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

OMB Approval No. 2502-0429 (expires xx/xx/xxxx)

Department of HUD

Mortgagee Name and Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear \_\_\_\_\_:

SUBJECT: Request for Variance from Preservation and Protection Schedule

FHA Case No.: \_\_\_\_\_

Date of Vacancy: \_\_\_\_\_

Mtgee Loan No.: \_\_\_\_\_

Date of Foreclosure Sale: \_\_\_\_\_

Mortgagor's Name: \_\_\_\_\_

Date Deed Recorded: \_\_\_\_\_

Property Address: \_\_\_\_\_

Expected Conveyance Date: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Permission is requested to perform the following services (all applicable estimates and required documentation are attached):

<u>Service</u>	<u>Cost</u>	<u>Remarks</u>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
<b>(1) TOTAL</b>	\$ _____	_____

Preservation and Protection Costs Expended to Date (excluding inspections):

<u>Service</u>	<u>Cost</u>	
_____	\$ _____	(NOTE: Expenses listed in item (2) must be consistent with HUD P&P limits and/or guidance and are subject to further verification.)
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
<b>(2) TOTAL</b>	\$ _____	

Submitted By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

[ ] Please fax your response to Fax No.: (\_\_\_\_\_) \_\_\_\_\_

Check appropriate box

**REQUEST TO EXCEED COST LIMIT APPROVED:**  
For the subject case, HUD authorizes additional expenditures for:

- debris removal up to a maximum of \$ \_\_\_\_\_
- boarding up to a maximum of \$ \_\_\_\_\_
- winterization up to a maximum of \$ \_\_\_\_\_
- other: \_\_\_\_\_ \$ \_\_\_\_\_

(3) Total Additional Expenditures Approved Not to Exceed: \$ \_\_\_\_\_

(4) Total Authorization Not to Exceed [item (2) + item (3)]: \$ \_\_\_\_\_

**REQUEST TO EXCEED COST LIMIT DENIED: (include reason/explanation for denial)**

Date Mortgagee's Request Received: \_\_\_\_\_

Date Response Provided to Mortgagee: \_\_\_\_\_

Date of Approval/Denial: \_\_\_\_\_

Approved By: \_\_\_\_\_

Public reporting burden for this collection of information is estimated to average .25 minutes per response, including the time for reviewing instructions, searching existing data sources, gather and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required in order to administer the Mortgage Insurance Program (24 CFR Part 203). This information is required to request permission to exceed cost limits when preservation and protection efforts cannot be performed in a specific jurisdiction for the costs prescribed. If HUD did not collect this information, it would prevent timely preservation and protection efforts, increased losses to HUD's Insurance Fund and would prolong the conveyances of properties to HUD. While no assurances of confidentiality are pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.