

Borrower(s) Name		FHA Case Number
Property Address		Appraised Value
Originating Lender Name		Appraisal Date
First Lien Holder Name	Third Lien Holder Name (if any)	
Second Lien Holder Name	Fourth Lien Holder Name (if any)	

	First Lien	Second Lien	Third Lien (if any)	Fourth Lien (if any)	Line Total
<b>1. Principal *</b>					
<b>2. Accrued Interest *</b>					
<b>3. Amount Owed</b> (Line 1 + Line 2)					
<b>4. LTV</b> (Line 3 ÷ Appraised Value)					
<b>5. Cumulative LTV **</b>					
<b>6. Days Past Due</b>					
<b>7. Upfront Payment Factor</b>					
<b>8. Upfront Payment</b> (Line 3 × Line 7)					

**Instructions.** In accordance with the chart to the right, subordinate lien holders may receive an upfront payment equal to a percentage of the principal and accrued interest they are writing off. The Upfront Payment Factor for each subordinate lien is based on the number of days the lien is past due at the time of HOPE for Homeowners loan application and the lien's Cumulative Loan-to-Value Ratio (Cumulative LTV).

UPFRONT PAYMENT FACTORS		Days Past Due (#)			
		0 - 29	30 - 59	60 - 89	90 +
Cumulative LTV (%)	≤ 90.00	0.50	0.40	0.28	0.09
	90.01 - 100.00	0.45	0.36	0.26	0.06
	100.01 - 125.00	0.35	0.28	0.20	0.03
	125.01 - 150.00	0.20	0.16	0.11	0.03
	> 150.00	0.10	0.08	0.03	0.03

\* When completing the above worksheet, use the principal and accrued interest amounts as of the first day of the month in which the HOPE for Homeowners loan application was made, with interest calculated at the pre-default contract rate.

\*\* A lien's Cumulative LTV is the sum of its LTV and the LTVs of all more senior liens. For instance, the Cumulative LTV of a third lien equals the sum of the third's LTV, the second's LTV, and the first's LTV. When complete, the Total of Line 4 should approximately equal to the Cumulative LTV of the most junior loan. (Unavoidable rounding errors caused by working with decimals may prevent the two boxes from matching exactly.)

Subordinate Lien Holder Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Subordinate Lien Holder Address \_\_\_\_\_ Telephone \_\_\_\_\_

Originating Lender Authorized Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

The information collection requirements contained in this document have been submitted to the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and are pending an OMB control number. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

**EXAMPLE OF A COMPLETED  
SUBORDINATE LIEN UPFRONT PAYMENT WORKSHEET**

This is an example of a properly completed Subordinate Lien Upfront Payment Worksheet, in a case where there is only one subordinate lien. (If there was a second subordinate lien (a third lien), the Third Lien column of the Worksheet would also be completed.)

The example property is currently appraised at \$100,000 with a primary lien of \$100,000 (\$95,000 principal and \$5,000 accrued interest) and a subordinate lien of \$18,000 (\$17,000 principal and \$1,000 accrued interest). The subordinate lien is 32 days past due at the time of application.

Given this information, the Subordinate Lien Upfront Payment Worksheet is completed as follows:

	First Lien	Second Lien	Third Lien (if any)	Fourth Lien (if any)	Line Total
<b>1. Principal</b>	\$95,000	\$17,000			\$112,000
<b>2. Accrued Interest</b>	\$5,000	\$1,000			\$6,000
<b>3. Amount Owed</b> (Line 1 + Line 2)	\$100,000	\$18,000			\$118,000
<b>4. LTV</b> (Line 3 ÷ Appraised Value)	100%	18%			118%
<b>5. Cumulative LTV</b>	100%	118%			
<b>6. Days Past Due</b>		32			
<b>7. Upfront Payment Factor</b>		0.28			
<b>8. Upfront Payment</b> (Line 3 × Line 7)		\$5,040			\$5,040

**Calculating Cumulative LTV.** The Cumulative LTV (Row 5) for a first lien equals its LTV (Row 4). For a second lien, the Cumulative LTV equal the first lien’s LTV plus the second lien’s LTV. In this example, the second lien’s Cumulative LTV is 100% plus 18%, or 118%.

If the example property had a third lien, the third lien’s Cumulative LTV would be calculated as 100% plus 18%, plus the third lien’s LTV.

**Determining Upfront Payment Factor.** Use a subordinate lien’s Cumulative LTV (Row 5) and its Days Past Due (Row 6) to determine the appropriate Upfront Payment Factor on the “Upfront Payment Factors” chart, on page one of this form. In this example, the second lien’s Upfront Payment Factor of 0.28 is determined as follows:

UPFRONT PAYMENT FACTORS		Days Past Due (#)			
		0 - 29	30 - 59	60 - 89	90 +
Cumulative LTV (%)	≤ 90.00	0.50	0.40	0.28	0.09
	90.01 - 100.00	0.45	0.36	0.26	0.06
	100.01 - 125.00	0.35	0.28	0.20	0.03
	125.01 - 150.00	0.20	0.16	0.11	0.03
	> 150.00	0.10	0.08	0.03	0.03

If the example property had a third lien, its Upfront Payment Factor would be determined in the same manner, using the third lien’s Cumulative LTV and Days Past Due.