

# Request for Final Endorsement of Credit Instrument

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

OMB Approval No. 2502-0016 (Exp. 04/30/2007)

**Public Reporting Burden** for this collection is estimated to average 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. This collection is authorized under Section 207 of the National Housing Act (Public Law 479; 48 Stat. 1426; 12 U.S.C. 1701 et seq.) to insure mortgages on multifamily housing. This form is completed by the mortgagee to indicate the schedule of advances made on the project and the final advance to be disbursed immediately upon final endorsement. 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, U.S. Department of Housing and Urban Development, 451 7<sup>th</sup> Street SW, Washington, DC 20410-3600 and to the Office of Management and Budget, Paperwork Reduction Project (2502-0016), Washington, DC 20503. **Do not send this completed form to either of the above addresses.**

Project Name:	Project Number
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Project Address:

Date of Commitment:	Mortgagor:
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**To the Department of Housing and Urban Development**

The undersigned declares that construction of this project is complete\*; and that advances have been made to the above mortgagor in accordance with your Certificate of Insurance on the dates and in the amounts set forth in the schedule below; that the undersigned has paid no kickback and no fee or other consideration, directly or indirectly, to any person who has received payment or other consideration from any other person in connection with this mortgage transaction, including the purchase or sale of the mortgaged property, except for compensation paid, if any, for the actual performance of services and approved by you; and that to the best of the undersigned's knowledge and belief the said loan is now eligible for mortgage insurance and accordingly, the undersigned hereby requests final endorsement of the attached credit instrument for mortgage insurance in the total sum of \$\_\_\_\_\_.

**Schedule of Advances**

Date	Amount	Date	Amount

Subtotal (amount advanced to date): \$

A final advance in the following amount will be disbursed immediately upon your final endorsement of the note for insurance when added to the advances previously made. \$

Total: \$

Mortgagee:	By: (Signature, Title & Date)
	X

\* Minor items of construction still to be completed are covered by an Escrow Deposit Agreement (form HUD-2456), three conformed copies whereof are herewith delivered to you. There is held in escrow as a guarantee of the completion thereof the amounts determined by your office as necessary for such purpose.

**Certificate of Mortgagor**

Project Number:

**To: Department of Housing and Urban Development**

In order to induce the Commissioner to finally endorse the credit instrument for mortgage insurance, and with the intent that the Commissioner rely upon the statements hereinafter set forth, the undersigned makes the following certifications:

1. That it has received the sum of \$ \_\_\_\_\_ which when added to the final advance will total \$ \_\_\_\_\_, constituting the full insurable amount of the mortgage for this project.
2. That construction of the project is complete and is in accordance with the plans and specifications approved by the Federal Housing Commissioner; that said mortgage is a good and valid first lien on the property therein described; that the property is free and clear of all liens other than that of subject mortgage except for a lien approved by the Commissioner given in favor of government entity or other HUD-approved lien expressly subordinate to HUD's first lien; that all outstanding unpaid obligations and past due interest payments contracted by or on behalf of the mortgagor entity directly or indirectly, in connection with the mortgage transaction, the acquisition of the property, the construction of the project, or the arrearage relative to any project are listed below :

* (a)	HUD-approved notes (copies attached)	\$
(b)	Due General Contractor	\$
* (c)	Other	\$

3. That, except for the amounts due on notes listed in item (a) of paragraph 2 above, the undersigned agrees to pay the foregoing obligations in cash and to furnish the Commissioner receipts, or other evidence of payment satisfactory to the Commissioner, within 45 days following receipt of the final advance of mortgage proceeds on its "Certificate of Actual Cost:" (form HUD-92330), supported by the documentation required therein. The Mortgagor further agrees, that if the Commissioner accepts estimates for any items, the Mortgagor will, at final endorsement, establish a cash escrow in the amount of \$ \_\_\_\_\_ to pay all the "to be paid in cash items" identified on its Certification of Actual Cost and debts to third parties who made the original disbursements for an item listed as paid on Form 92330. Unless documentation, satisfactory to the Commissioner, evidencing that these amounts were paid by the Mortgagor subsequent to the submission of its Certification of Actual Cost. The Mortgagor understands that the items covered by this cash escrow must be paid within 45 days of the date of final endorsement.

Mortgagor:	By: (Signature & Title)	Date
	X	

\* **Note:** This includes any past due amount under the construction loan. (If the space provided is inadequate to list all unpaid obligations, insert the total in each category and attach itemizations. If there are no outstanding obligations, so state.)

**Certificate of General Contractor**

Project Number:

**To the Department of Housing and Urban Development**

The undersigned, as general contractor of the above project, makes the following certifications:

1. That construction is in accordance with the plans and specifications which were approved by the Federal Housing Commissioner.
2. That all outstanding unpaid obligations contracted by or on behalf of the undersigned in connection with the construction contract are listed below. (If space below is inadequate, continue listing on an attached sheet and so note.)

(a)	\$
(b)	\$
(c)	\$

3. That, except for unfinished work covered by an approved escrow deposit, the undersigned agrees to pay the foregoing obligations in cash, within 15 days following receipt of payment from owner.

General Contractor:	By: (Signature & Title)	Date
	X	

**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, 3802)