

Application Exhibit Checklist Instructions

This Excel workbook contains the Application Exhibit Checklists to be used for all MAP and TAP applications for FHA multifamily mortgage insurance being submitted under Section 223(f), Section 223(a)(7), the New Construction/Substantial Rehabilitation programs (Sections 221(d)(4), 220, and 231), and Section 241(a).

There are four different checklists on the following four worksheets - use the applicable checklist:

- Section 223(f) Refinance/Acquisition - Firm Application
- Section 223(a)(7) Refinance - Firm Application
- New Construction/Substantial Rehabilitation (Sections 221(d)(4), 220, and 231), and 241(a) - Pre-Application
- New Construction/Substantial Rehabilitation (Sections 221(d)(4), 220, and 231), and 241(a) - Firm Application

Instructions for Completing the Checklists

Complete the applicable checklist by indicating whether each application exhibit is included in the application or not applicable by placing a checkmark in the appropriate column. To place a checkmark in the appropriate column, click the checkbox. If the "N/A" column is grayed-out, that exhibit is required for applications under that program and phase and must be submitted.

Application Folders/Tabs and Exhibit File Names

The electronic copy of the application should be organized into folders for each section of the applicable checklist. Create as many additional "Section 5: Mortgage Credit" folders as needed for Principals, the General Contractor, and/or Management Agent, and include the entity's or individual's name in the folder name. The original and hard copy of the application should be tabbed according to the tab numbering system on the checklist.

The electronic file for each exhibit should be named according to the file naming convention specified in the "File Name" column on the checklist. If additional files are submitted, please follow the below guidelines for file names:

- Use no more than 40 characters
- Avoid using special characters (e.g., \ / : * ? " < > | # { } % ~ &)
- Avoid using spaces; use an underscore ("_") or hyphen ("-") instead
- Avoid adding the FHA # to the file name, as it only adds characters

For example: Instead of "Tab 1-2.A. HUD-92013-A Lender's Underwriter's Narrative 171-22000" (65 characters), use "1-2A_LndrNarr" (only 13 characters).

For exhibits specified as N/A by the Lender, please place a filler page labeled "N/A" in that tab in the original and hard copy of the application.

Application Submission Instructions

Step 1: Mail one electronic copy of the application on a removable USB flash drive (encrypted, if possible) to the appropriate HUD Office.

Step 2: Once the application has been screened for completeness, accepted into processing, and assigned to a HUD Underwriter, the HUD Office will provide instructions for mailing the complete original and one additional hard copy with a separately-bound mortgage credit package.

Project Name:
 FHA Project #:

Section 223(f) Refinance/Acquisition
 Firm Application Exhibit Checklist

| Tab No. | Exhibit Name | File Name | Incl. | N/A |
|---------------------------------------|--|--|--------------|--------------------------|
| Section 1: Underwriting | | | | |
| 1-1. | A. | Application Fee Pay.gov Receipt | PayGov | <input type="checkbox"/> |
| | B. | Transmittal Letter | TrsLtr | <input type="checkbox"/> |
| | C. | Completed Application Exhibit Checklist | Chklst | <input type="checkbox"/> |
| 1-2. | A. | HUD-92013-A Lender's Underwriter's Narrative | LndrNarr | <input type="checkbox"/> |
| | B. | Lender Due Diligence Certification | LndrCert | <input type="checkbox"/> |
| | C. | Lender Certification Regarding Lobbying (24 CFR Part 87 Appendix A), and Disclosure Form (Appendix B), if applicable | LndrByrdCert | <input type="checkbox"/> |
| | D. | Lender Identity-of-Interest Disclosure | IOIDiscl | <input type="checkbox"/> |
| | E. | HUD-92013-C LIHTC Summary Report (Excel), if new LIHTCs | LIHTCRpt | <input type="checkbox"/> |
| 1-3. | Lender's Underwriting HUD Forms | | | |
| | A. | HUD-92013 Application for Multifamily Housing Project | 92013 | <input type="checkbox"/> |
| | B. | HUD-92013-D Reduced MIP Certification | 92013D | <input type="checkbox"/> |
| | C. | HUD-92264 Multifamily Summary Appraisal Report (Lender's version) | Lndr92264 | <input type="checkbox"/> |
| | D. | HUD-92264-A Supplement to Project Analysis | 92264A | <input type="checkbox"/> |
| | 1. | List of Borrower's Other Fees | OtherFee | <input type="checkbox"/> |
| 1-4. | Waiver Requests | | | |
| | A. | HUD-2 Request for Waiver | HUD2 | <input type="checkbox"/> |
| | B. | Supporting Documentation | HUD2Doc | <input type="checkbox"/> |
| 1-5. | Miscellaneous/other underwriting documents | | | |
| | | | MiscUW | <input type="checkbox"/> |
| Section 2: Third Party Reports | | | | |
| 2-1. | Appraisal Report with Supporting Forms (HUD-92273 & 92274) (Appraiser's version) | | Appraisal | <input type="checkbox"/> |
| | A. | HUD-92264-T Rent Estimates for Low/Moderate Income Units, if applicable | 92264T | <input type="checkbox"/> |
| 2-2. | Market Study, if required | | MktRpt | <input type="checkbox"/> |
| 2-3. | Environment Review | | | |
| | A. | HUD Environmental Review Online System (HEROS) Submission Confirmation Email | HEROS | <input type="checkbox"/> |
| | B. | Phase I Environmental Site Assessment (ESA) | PhaseI | <input type="checkbox"/> |
| | C. | Phase II ESA, if applicable | PhaseII | <input type="checkbox"/> |
| 2-4. | Capital Needs Assessment (CNA) | | | |
| | A. | CNA e-Tool Submission Confirmation E-Mail | eTool | <input type="checkbox"/> |
| | B. | Plans and Specifications, if required | PlanSpec | <input type="checkbox"/> |
| | C. | Relocation Plan, if applicable | ReloPlan | <input type="checkbox"/> |
| 2-5. | Specialty Reports, if any, and other exhibits required by Appendix 5D | | SpclRpts | <input type="checkbox"/> |
| Section 3: Management Agent | | | | |
| 3-1. | Organizational Chart (only if Identity-of-Interest) | | MgmtOrgCht | <input type="checkbox"/> |
| 3-2. | HUD Management Forms | | | |
| | A. | Resume of Management Agent including Schedule of Managed Properties | MgmtRes | <input type="checkbox"/> |
| | B. | HUD-9832 Management Entity Profile | 9832 | <input type="checkbox"/> |
| | C. | HUD-9839-A, B, or C Certifications | 9839 | <input type="checkbox"/> |
| | D. | Management Plan and Sample Lease | MgmtPln | <input type="checkbox"/> |
| | E. | Management Agreement | MgmtAgmt | <input type="checkbox"/> |

| | | | | | |
|--|----|---|--------------|--------------------------|--------------------------|
| | F. | Evidence of Fidelity Bond Insurance | FidelityIns | <input type="checkbox"/> | <input type="checkbox"/> |
| 3-3. | | Miscellaneous/other management documents | MiscMgmt | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 4: Property Documents | | | | | |
| 4-1. | A. | If Refinance | | | |
| | | 1. Certification of Outstanding Obligations/Existing Indebtedness | CertOutOb | <input type="checkbox"/> | <input type="checkbox"/> |
| | | 2. Pay-off Statement for each Obligation | PayOffStmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | | 3. HUD-9807 Prepayment Authorization, if applicable | 9807 | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | If Acquisition | | | |
| | | 1. Purchase & Sale Agreement with Amendments and Extensions | SaleCrtt | <input type="checkbox"/> | <input type="checkbox"/> |
| | | 2. Last Arm's Length Certification | LALStmt | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-2. | | Title & Survey | | | |
| | A. | Preliminary Title Report | Title | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Easement and Maintenance Agreements (Existing and Proposed) | EaseMaintAgt | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | ALTA/ACSM Land Title Survey | Survey | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | HUD-91073M Surveyor's Report | SurvRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Location Maps and Photographs | MapPhoto | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-3. | | Evidence of Site Control (e.g. Deed, Lease) | SiteCtrl | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-4. | | Evidence of Zoning Compliance | Zoning | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-5. | | Certificate of Occupancy or Final Inspection Report | COO | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-6. | | Current Certified Rent Roll | RentRoll | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-7. | | Miscellaneous property documents, as applicable | | | |
| | A. | Section 8 HAP Contract and Rent Schedule | HAP | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Evidence of Real Estate Tax Abatement/Exemption | TaxAbtExp | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Commercial Lease(s) | CmlLse | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Master Lease | MstLease | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Report from Official if Private Water/Sewer | WtrSwr | <input type="checkbox"/> | <input type="checkbox"/> |
| | F. | Other property documents | MiscProp | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 5: Mortgage Credit (seperately bound) | | | | | |
| MC Folder 1 - Borrower | | | | | |
| 5-1. | | Organizational Chart | OrgCht | <input type="checkbox"/> | <input type="checkbox"/> |
| | A. | List of Principals | Principal | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Resumes | Resume | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-2. | | Organizational Documents (provide Draft if LIHTC) | | | |
| | A. | Articles of Incorporation/Organization, Partnership Agreement, or Operating Agreement | OrgDocs | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-3. | | Previous Participation Certification | | | |
| | A. | Active Partners Performance System (APPS) Submission or Form HUD-2530 | APPS | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-4. | | Credit Reports | | | |
| | A. | Credit Report | CrdtRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | HUD-92013-Supp Supplement to Application | 92013S | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Verification of EIN/SSN | EIN | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Verification of Cash to Close | VOD | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-5. | | Property Financial Statements | | | |
| | A. | Audited/Certified Financial Statements (past 3 years) | FinSmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Certified YTD Financial Statement, if required | FinSmtYTD | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | CPA Review of most recent unaudited Financial Statements, if required | CPARvw | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-6. | | HUD-91070M Consolidated Borrower Certifications | ConsolCert | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-7. | | Other Funding Sources (Grants/Loans/Tax Credits), if applicable | | | |
| | A. | Commitment Letter(s) | CmtLtr | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|--|----|---|-----------|--------------------------|--------------------------|
| | B. | Tax Credit Equity Pay-In Schedule | TCEqSch | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Executed Tax Credit Reservation Letter | TCRes | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Sources and Uses Statement | SUStmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | HUD-2880 Applicant/Recipient Disclosure Report | 2880 | <input type="checkbox"/> | <input type="checkbox"/> |
| | F. | Bridge Loan Agreement(s) | Bridge | <input type="checkbox"/> | <input type="checkbox"/> |
| | G. | Subsidy Layering Review, if required | SLR | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-8. | | Miscellaneous/other mortgage credit documents | MiscMC | <input type="checkbox"/> | <input type="checkbox"/> |
| MC Folder 2 (create as many as needed) - Principal, GC, or Management Agent | | | | | |
| 5-1. | | Organizational Chart | OrgCht | <input type="checkbox"/> | <input type="checkbox"/> |
| | A. | List of Principals | Princpl | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Resumes | Resume | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-2. | | Organizational Documents | | | |
| | A. | Articles of Incorporation/Organization, Partnership Agreement, or Operating Agreement | OrgDocs | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-3. | | Previous Participation Certification | | | |
| | A. | Active Partners Performance System (APPS) Submission or Form HUD-2530 | APPS | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-4. | | Credit Reports | | | |
| | A. | Credit Report | CrdtRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | HUD-92013-Supp Supplement to Application | 92013S | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Verification of EIN/SSN | EIN | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-5. | | Financial Statements | | | |
| | A. | Audited/Certified (or CPA-Reviewed, if unaudited) Financial Statements (most recent full year) or HUD-92417 for individuals | FinSmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Certified YTD Financial Statement, if required | FinSmtYTD | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | REO Schedule & Schedule of Mortgage Debt | REODebt | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Other Business Concerns | BusCncrns | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-6. | | Miscellaneous/other mortgage credit documents | MiscMC | <input type="checkbox"/> | <input type="checkbox"/> |

Project Name:
 FHA Project #:

Section 223(a)(7) Refinance
 Firm Application Exhibit Checklist

| Tab No. | Exhibit Name | File Name | Incl. | N/A |
|---------------------------------------|---|--|--------------|--------------------------|
| Section 1: Underwriting | | | | |
| 1-1. | A. | Application Fee Pay.gov Receipt | PayGov | <input type="checkbox"/> |
| | B. | Transmittal Letter | TrsLtr | <input type="checkbox"/> |
| | C. | Completed Application Exhibit Checklist | Chklst | <input type="checkbox"/> |
| 1-2. | A. | Lender's Underwriter's Narrative Summary | LndrNarr | <input type="checkbox"/> |
| | B. | Lender Due Diligence Certification | LndrCert | <input type="checkbox"/> |
| | C. | Lender Certification Regarding Lobbying (24 CFR Part 87 Appendix A), and Disclosure Form (Appendix B), if applicable | LndrByrdCert | <input type="checkbox"/> |
| | D. | Lender Identity-of-Interest Disclosure | IOIDiscl | <input type="checkbox"/> |
| | E. | Completed Project Analysis (Excel) | ProjAnlys | <input type="checkbox"/> |
| 1-3. | Lender's Underwriting HUD Forms | | | |
| | A. | HUD-92013 Application for Multifamily Housing Project | 92013 | <input type="checkbox"/> |
| | B. | HUD-92013-D Reduced MIP Certification | 92013D | <input type="checkbox"/> |
| 1-4. | Waiver Requests | | | |
| | A. | HUD-2 Request for Waiver | HUD2 | <input type="checkbox"/> |
| | B. | Supporting Documentation | HUD2Doc | <input type="checkbox"/> |
| 1-5. | Miscellaneous/other underwriting documents | | MiscUW | <input type="checkbox"/> |
| Section 2: Third Party Reports | | | | |
| 2-1. | Capital Needs Assessment (CNA) | | | |
| | A. | CNA e-Tool Submission Confirmation E-Mail | eTool | <input type="checkbox"/> |
| 2-2. | Specialty Reports, if any, and other exhibits required by Appendix 5D | | SpclRpts | <input type="checkbox"/> |
| Section 3: Management Agent | | | | |
| 3-1. | Required Management exhibits, if new Management Agent | | MiscMgmt | <input type="checkbox"/> |
| Section 4: Property Documents | | | | |
| 4-1. | Existing Indebtedness | | | |
| | A. | Certification of Outstanding Obligations/Existing Indebtedness | CertOutOb | <input type="checkbox"/> |
| | C. | HUD-9807 Prepayment Authorization | 9807 | <input type="checkbox"/> |
| | B. | Pay-off Statement for additional Obligations | PayOffStmt | <input type="checkbox"/> |
| | D. | Current HUD-94001M Note | MtgNote | <input type="checkbox"/> |
| | E. | Certified Statement of Escrow Balances | EscrwBal | <input type="checkbox"/> |
| 4-2. | Title & Survey | | | |
| | A. | Current Title Report | Title | <input type="checkbox"/> |
| | B. | Easement and Maintenance Agreements | EaseMaintAgt | <input type="checkbox"/> |
| | C. | Survey Affidavit, if applicable | SurvAfdv | <input type="checkbox"/> |
| | D. | ALTA/ACSM Land Title Survey, if required | Survey | <input type="checkbox"/> |
| | E. | HUD-91073M Surveyor's Report, if required | SurvRpt | <input type="checkbox"/> |
| 4-3. | A. | Current and Prior Certified Rent Rolls (last 6 months) | RentRoll | <input type="checkbox"/> |
| | B. | Occupancy History, by Quarter (last 3 years) | OcpyHstry | <input type="checkbox"/> |
| 4-4. | Miscellaneous property documents, as applicable | | | |
| | A. | Section 8 HAP Contract and Rent Schedule | HAP | <input type="checkbox"/> |
| | B. | Evidence of Real Estate Tax Abatement/Exemption | TaxAbtExp | <input type="checkbox"/> |
| | C. | Commercial Lease(s) | CmlLse | <input type="checkbox"/> |

| | | | | | |
|--|----|--|------------|--------------------------|--------------------------|
| | D. | Other property documents | MiscProp | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 5: Mortgage Credit (seperately bound) | | | | | |
| 5-1. | | Identification of Principals for Regulatory Agreement Section 50 provision | Sec50Reg | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-2. | | HUD-92013-Supp Supplement to Application | 92013S | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-3. | | Property Financial Statements | | | |
| | A. | Audited/Certified Financial Statements (past 3 years) | FinSmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Certified YTD Financial Statement, if required | FinSmtYTD | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-4. | | HUD-91070M Consolidated Borrower Certifications | ConsolCert | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-5. | | Required MC exhibits, if new Principal(s) | MiscMC | <input type="checkbox"/> | <input type="checkbox"/> |

Project Name:

FHA Project #:

Construction/Substantial Rehabilitation - Sections 221(d)(4), 220, 231, and 24 Pre-Application Exhibit Checklist

| Tab No. | Exhibit Name | File Name | Incl. | N/A |
|---------------------------------------|---|--------------|--------------------------|--------------------------|
| Section 1: Underwriting | | | | |
| 1-1. | A. Application Fee Pay.gov Receipt | PayGov | <input type="checkbox"/> | |
| | B. Transmittal Letter | TrsLtr | <input type="checkbox"/> | |
| | C. Completed Application Exhibit Checklist | Chklst | <input type="checkbox"/> | |
| 1-2. | A. HUD-92013-B Lender's Underwriter's Narrative | LndrNarr | <input type="checkbox"/> | |
| | B. Lender Due Diligence Certification | LndrCert | <input type="checkbox"/> | |
| | C. Lender Certification Regarding Lobbying (24 CFR Part 87 Appendix A), and Disclosure Form (Appendix B), if applicable | LndrByrdCert | <input type="checkbox"/> | |
| | D. Lender Identity-of-Interest Disclosure | IOIDiscl | <input type="checkbox"/> | |
| | E. HUD-92013-C LIHTC Summary Report (Excel), if new LIHTCs | LIHTCRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| 1-3. | Lender's Underwriting HUD Forms | | | |
| | A. HUD-92013 Application for Multifamily Housing Project | 92013 | <input type="checkbox"/> | |
| | B. HUD-92013-D Reduced MIP Certification | 92013D | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. HUD-92264 Multifamily Summary Appraisal Report (Lender's version) | Lndr92264 | <input type="checkbox"/> | <input type="checkbox"/> |
| | 1. Operating Deficit Calculation | IODCalc | <input type="checkbox"/> | <input type="checkbox"/> |
| | 2. List of Borrower's Other Fees | OtherFee | <input type="checkbox"/> | <input type="checkbox"/> |
| | 3. List of Contractor's Other Fees | GCOtherFee | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. HUD-92264-A Supplement to Project Analysis | 92264A | <input type="checkbox"/> | <input type="checkbox"/> |
| 1-4. | Waiver Requests | | | |
| | A. HUD-2 Request for Waiver | HUD2 | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. Supporting Documentation | HUD2Doc | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. If Section 220, evidence of eligibility | 220Elig | <input type="checkbox"/> | <input type="checkbox"/> |
| 1-5. | Miscellaneous/other underwriting documents | MiscUW | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 2: Third Party Reports | | | | |
| 2-1. | Appraisal Report with Supporting Forms (HUD-92273 & 92274) (Appraiser's versio | Appraisal | <input type="checkbox"/> | |
| | A. HUD-92264-T Rent Estimates for Low/Moderate Income Units, if applicable | 92264T | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-2. | Market Study | MktRpt | <input type="checkbox"/> | |
| 2-3. | Environment Review | | | |
| | A. HUD Environmental Review Online System (HEROS) Submission Confirmation Email | HEROS | <input type="checkbox"/> | |
| | B. Phase I Environmental Site Assessment (ESA) | PhaseI | <input type="checkbox"/> | |
| | C. Phase II ESA, if applicable | PhaseII | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-4. | Capital Needs Assessment (CNA) | | | |
| | A. CNA e-Tool Submission Confirmation E-Mail | eTool | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. Relocation Plan, if applicable | ReloPlan | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-5. | Architectural & Cost Analysis Report | ArchCostRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-6. | Engineer or Specialty Reports, if any | SpclRpts | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 3: Management Agent | | | | |
| 3-1. | Organizational Chart (only if Identity-of-Interest) | MgmtOrgCht | <input type="checkbox"/> | <input type="checkbox"/> |
| 3-2. | HUD Management Forms | | | |
| | A. Resume of Management Agent including Schedule of Managed Properties | MgmtRes | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. HUD-9832 Management Entity Profile | 9832 | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|--|----|---|--------------|--------------------------|--------------------------|
| | C. | HUD-9839-A, B, or C Certifications | 9839 | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Management Plan and Sample Lease | MgmtPln | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Management Agreement | MgmtAgmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | F. | Evidence of Fidelity Bond Insurance | FidelityIns | <input type="checkbox"/> | <input type="checkbox"/> |
| | G. | HUD-935.2A Affirmative Fair Housing Marketing Plan (AFHMP) | AFHMP | <input type="checkbox"/> | <input type="checkbox"/> |
| 3-3. | | Miscellaneous/other management documents | MiscMgmt | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 4: Property Documents | | | | | |
| 4-1. | A. | If Purchase | | | |
| | | 1. Purchase & Sale Agreement with Amendments and Extensions | SaleCrtt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | If Purchased in the last 3 years | | | |
| | | 1. Purchase Contract or Settlement Statement | RecntPrch | <input type="checkbox"/> | <input type="checkbox"/> |
| | | 2. Last Arm's Length Certification | LALStmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Certification of Outstanding Obligations/Existing Indebtedness | CertOutOb | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-2. | | Title & Survey | | | |
| | A. | Preliminary Title Report | Title | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Easement and Maintenance Agreements (Existing and Proposed) | EaseMaintAgt | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | ALTA/ACSM Land Title Survey | Survey | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | HUD-91073M Surveyor's Report | SurvRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Location Maps and Photographs | MapPhoto | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-3. | | Evidence of Site Control (e.g. Deed, Lease) | | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-4. | | Evidence of Zoning Compliance | | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-5. | | Municipal Services and Utility Assurance Letters (if New Construction) | | | |
| | A. | Electricity | Electric | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Natural Gas or Oil | Gas | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Telephone | Phone | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Cable Television | Cable | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Internet | Internet | <input type="checkbox"/> | <input type="checkbox"/> |
| | F. | Water and Sewer Service, or Report from Official if Private Water/Sewer | WtrSwr | <input type="checkbox"/> | <input type="checkbox"/> |
| | G. | Garbage Collection | Trash | <input type="checkbox"/> | <input type="checkbox"/> |
| | H. | Storm Sewer | StormSwr | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-6. | | Miscellaneous property documents, as applicable | | | |
| | A. | Section 8 HAP Contract and Rent Schedule | HAP | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Evidence of Real Estate Tax Abatement/Exemption | TaxAbtExp | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Commercial Lease(s) | CmlLse | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Master Lease | MstLease | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Other property documents | MiscProp | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 5: Mortgage Credit (seperately bound) | | | | | |
| MC Folder 1 - Borrower | | | | | |
| 5-1. | | Organizational Chart | | <input type="checkbox"/> | <input type="checkbox"/> |
| | A. | List of Principals | Princlpl | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Resumes | Resume | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-2. | | Organizational Documents (provide Draft if LIHTC) | | | |
| | A. | Articles of Incorporation/Organization, Partnership Agreement, or Operating Agreement | OrgDocs | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-3. | | Previous Participation Certification | | | |
| | A. | Active Partners Performance System (APPS) Submission or Form HUD-2530 | APPS | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-4. | | Credit Reports | | | |
| | A. | Credit Report | CrdtRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | HUD-92013-Supp Supplement to Application | 92013S | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|--|---|---|------------|--------------------------|--------------------------|
| | C. | Verification of EIN/SSN | EIN | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Verification of Cash to Close | VOD | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-5. | Property Financial Statements | | | | |
| | A. | Audited/Certified Financial Statements (past 3 years) | FinSmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Certified YTD Financial Statement with Supporting Schedules, if required | FinSmtYTD | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | CPA Review of most recent unaudited Financial Statements, if required | CPARvw | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-6. | HUD-91070M Consolidated Borrower Certifications | | ConsolCert | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-7. | Other Funding Sources (Grants/Loans/Tax Credits), if applicable | | | | |
| | A. | Commitment Letter(s) | CmtLtr | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Tax Credit Equity Pay-In Schedule | TCEqSch | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Executed Tax Credit Reservation Letter | TCRes | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Sources and Uses Statement | SUStmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | HUD-2880 Applicant/Recipient Disclosure Report | 2880 | <input type="checkbox"/> | <input type="checkbox"/> |
| | F. | Bridge Loan Agreement(s) | Bridge | <input type="checkbox"/> | <input type="checkbox"/> |
| | G. | Subsidy Layering Review, if required | SLR | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-8. | Miscellaneous/other mortgage credit documents | | MiscMC | <input type="checkbox"/> | <input type="checkbox"/> |
| MC Folder 2 (create as many as needed) - Principal, General Contractor, or Management Agent | | | | | |
| 5-1. | Organizational Chart | | OrgCht | <input type="checkbox"/> | <input type="checkbox"/> |
| | A. | List of Principals | Prncpl | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Resumes (or AIA A305 for General Contractor) | Resume | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-2. | Organizational Documents | | | | |
| | A. | Articles of Incorporation/Organization, Partnership Agreement, or Operating Agreement | OrgDocs | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-3. | Previous Participation Certification | | | | |
| | A. | Active Partners Performance System (APPS) Submission or Form HUD-2530 | APPS | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-4. | Credit Reports | | | | |
| | A. | Credit Report | CrdtRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | HUD-92013-Supp Supplement to Application | 92013S | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Verification of EIN/SSN | EIN | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-5. | Financial Statements | | | | |
| | A. | Audited/Certified (or CPA-Reviewed, if unaudited) Financial Statements (most recent full year) or HUD-92417 for individuals | FinSmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Certified YTD Financial Statement, if required | FinSmtYTD | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | REO Schedule & Schedule of Mortgage Debt | REODebt | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Other Business Concerns | BusCncrns | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-6. | Miscellaneous/other mortgage credit documents | | MiscMC | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 6: Construction and Architectural Documents | | | | | |
| 6-1. | Plans and Specifications | | | | |
| | A. | Plans (PDF) | Plans | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Specification Manual | Specs | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-2. | State, City, or County Approval of Plans, if available | | PlnApprvl | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-3. | Soils Report and Foundation Analysis | | SoilRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-4. | A. | HUD-2328 Contractor's Cost Breakdown | 2328 | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Identity-of-Interest Disclosure and 50/75% Rule Disclosure | IOIDis5075 | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-5. | Furniture, Fixtures & Equipment Schedule and Budget | | FFE | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-6. | Early Commencement Documents | | ErlyStrt | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-7. | Assurance of Completion | | | | |
| | A. | Commitment Letter from Surety | SuretyLtr | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Commitment Letter from Bank for Letter of Credit | LOCCmt | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|-------|--|---|--------------|--------------------------|--------------------------|
| 6-8. | Owner-Architect Agreement (AIA Form B108) and HUD Amendments | | | - | - |
| | A. | Project Architect | B108 | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Supervisory Architect | SupvB108 | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-9. | A. | Off-site Storage of Approved Building Materials | OffSiteStg | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Off-site Improvements/Construction | OffSiteImp | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-10. | Design Architect Certification | | DsgnArchCert | <input type="checkbox"/> | <input type="checkbox"/> |

Project Name:
 FHA Project #:

Construction/Substantial Rehabilitation - Sections 221(d)(4), 220, 231, and 24
 Firm Application Exhibit Checklist

| Tab No. | Exhibit Name | File Name | Incl. | N/A |
|---------------------------------------|---|--------------|--------------------------|--------------------------|
| Section 1: Underwriting | | | | |
| 1-1. | A. Application Fee Pay.gov Receipt | PayGov | <input type="checkbox"/> | |
| | B. Transmittal Letter | TrsLtr | <input type="checkbox"/> | |
| | C. Completed Application Exhibit Checklist | Chklst | <input type="checkbox"/> | |
| 1-2. | A. HUD-92013-B Lender's Underwriter's Narrative | LndrNarr | <input type="checkbox"/> | |
| | B. Lender Due Diligence Certification | LndrCert | <input type="checkbox"/> | |
| | C. Lender Certification Regarding Lobbying (24 CFR Part 87 Appendix A), and Disclosure Form (Appendix B), if applicable | LndrByrdCert | <input type="checkbox"/> | |
| | D. Lender Identity-of-Interest Disclosure | IOIDiscl | <input type="checkbox"/> | |
| | E. HUD-92013-C LIHTC Summary Report (Excel), if new LIHTCs | LIHTCRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| 1-3. | Lender's Underwriting HUD Forms | | | |
| | A. HUD-92013 Application for Multifamily Housing Project | 92013 | <input type="checkbox"/> | |
| | B. HUD-92013-D Reduced MIP Certification | 92013D | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. HUD-92264 Multifamily Summary Appraisal Report (Lender's version) | Lndr92264 | <input type="checkbox"/> | |
| | 1. Operating Deficit Calculation | IODCalc | <input type="checkbox"/> | <input type="checkbox"/> |
| | 2. List of Borrower's Other Fees | OtherFee | <input type="checkbox"/> | <input type="checkbox"/> |
| | 3. List of Contractor's Other Fees | GCOtherFee | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. HUD-92264-A Supplement to Project Analysis | 92264A | <input type="checkbox"/> | |
| 1-4. | Waiver Requests | | | |
| | A. HUD-2 Request for Waiver | HUD2 | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. Supporting Documentation | HUD2Doc | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. If Section 220, evidence of eligibility | 220Elig | <input type="checkbox"/> | <input type="checkbox"/> |
| 1-5. | Miscellaneous/other underwriting documents | MiscUW | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 2: Third Party Reports | | | | |
| 2-1. | Appraisal Report with Supporting Forms (HUD-92273 & 92274) (Appraiser's versio | Appraisal | <input type="checkbox"/> | |
| | A. HUD-92264-T Rent Estimates for Low/Moderate Income Units, if applicable | 92264T | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-2. | Market Study | MktRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-3. | Environment Review | | | |
| | A. HUD Environmental Review Online System (HEROS) Submission Confirmation Email | HEROS | <input type="checkbox"/> | |
| | B. Phase I Environmental Site Assessment (ESA) | PhaseI | <input type="checkbox"/> | |
| | C. Phase II ESA, if applicable | PhaseII | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-4. | Capital Needs Assessment (CNA) | | | |
| | A. CNA e-Tool Submission Confirmation E-Mail | eTool | <input type="checkbox"/> | |
| | B. Relocation Plan, if applicable | ReloPlan | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-5. | Architectural & Cost Analysis Report | ArchCostRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| 2-6. | Engineer or Specialty Reports, if any, and other exhibits required by Appendix 5D | SpclRpts | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 3: Management Agent | | | | |
| 3-1. | Organizational Chart (only if Identity-of-Interest) | MgmtOrgCht | <input type="checkbox"/> | <input type="checkbox"/> |
| 3-2. | HUD Management Forms | | | |
| | A. Resume of Management Agent including Schedule of Managed Properties | MgmtRes | <input type="checkbox"/> | |
| | B. HUD-9832 Management Entity Profile | 9832 | <input type="checkbox"/> | |

| | | | | | |
|--|----|---|--------------|--------------------------|--------------------------|
| | C. | HUD-9839-A, B, or C Certifications | 9839 | <input type="checkbox"/> | |
| | D. | Management Plan and Sample Lease | MgmtPln | <input type="checkbox"/> | |
| | E. | Management Agreement | MgmtAgmt | <input type="checkbox"/> | |
| | F. | Evidence of Fidelity Bond Insurance | FidelityIns | <input type="checkbox"/> | |
| | G. | HUD-935.2A Affirmative Fair Housing Marketing Plan (AFHMP) | AFHMP | <input type="checkbox"/> | |
| 3-3. | | Miscellaneous/other management documents | MiscMgmt | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 4: Property Documents | | | | | |
| 4-1. | A. | If Purchase | | | |
| | 1. | Purchase & Sale Agreement with Amendments and Extensions | SaleCrtt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | If Purchased in the last 3 years | | | |
| | 1. | Purchase Contract or Settlement Statement | RecntPrch | <input type="checkbox"/> | <input type="checkbox"/> |
| | 2. | Last Arm's Length Certification | LALStmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Certification of Outstanding Obligations/Existing Indebtedness | CertOutOb | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-2. | | Title & Survey | | | |
| | A. | Preliminary Title Report | Title | <input type="checkbox"/> | |
| | B. | Easement and Maintenance Agreements (Existing and Proposed) | EaseMaintAgt | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | ALTA/ACSM Land Title Survey | Survey | <input type="checkbox"/> | |
| | D. | HUD-91073M Surveyor's Report | SurvRpt | <input type="checkbox"/> | |
| | E. | Location Maps and Photographs | MapPhoto | <input type="checkbox"/> | |
| 4-3. | | Evidence of Site Control (e.g. Deed, Lease) | SiteCtrl | <input type="checkbox"/> | |
| 4-4. | | Evidence of Zoning Compliance | Zoning | <input type="checkbox"/> | |
| 4-5. | | Municipal Services and Utility Assurance Letters (if New Construction) | | | |
| | A. | Electricity | Electric | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Natural Gas or Oil | Gas | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Telephone | Phone | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Cable Television | Cable | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Internet | Internet | <input type="checkbox"/> | <input type="checkbox"/> |
| | F. | Water and Sewer Service, or Report from Official if Private Water/Sewer | WtrSwr | <input type="checkbox"/> | <input type="checkbox"/> |
| | G. | Garbage Collection | Trash | <input type="checkbox"/> | <input type="checkbox"/> |
| | H. | Storm Sewer | StormSwr | <input type="checkbox"/> | <input type="checkbox"/> |
| 4-6. | | Miscellaneous property documents, as applicable | | | |
| | A. | Section 8 HAP Contract and Rent Schedule | HAP | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Evidence of Real Estate Tax Abatement/Exemption | TaxAbtExp | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Commercial Lease(s) | CmlLse | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Master Lease | MstLease | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | Other property documents | MiscProp | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 5: Mortgage Credit (seperately bound) | | | | | |
| MC Folder 1 - Borrower | | | | | |
| 5-1. | | Organizational Chart | OrgCht | <input type="checkbox"/> | |
| | A. | List of Principals | Princlpl | <input type="checkbox"/> | |
| | B. | Resumes | Resume | <input type="checkbox"/> | |
| 5-2. | | Organizational Documents (provide Draft if LIHTC) | | | |
| | A. | Articles of Incorporation/Organization, Partnership Agreement, or Operating Agreement | OrgDocs | <input type="checkbox"/> | |
| 5-3. | | Previous Participation Certification | | | |
| | A. | Active Partners Performance System (APPS) Submission or Form HUD-2530 | APPS | <input type="checkbox"/> | |
| 5-4. | | Credit Reports | | | |
| | A. | Credit Report | CrdtRpt | <input type="checkbox"/> | |
| | B. | HUD-92013-Supp Supplement to Application | 92013S | <input type="checkbox"/> | |

| | | | | | |
|--|---|---|------------|--------------------------|--------------------------|
| | C. | Verification of EIN/SSN | EIN | <input type="checkbox"/> | |
| | D. | Verification of Cash to Close | VOD | <input type="checkbox"/> | |
| 5-5. | Property Financial Statements | | | | |
| | A. | Audited/Certified Financial Statements (past 3 years) | FinSmt | <input type="checkbox"/> | |
| | B. | Certified YTD Financial Statement with Supporting Schedules, if required | FinSmtYTD | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | CPA Review of most recent unaudited Financial Statements, if required | CPARvw | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-6. | HUD-91070M Consolidated Borrower Certifications | | ConsolCert | <input type="checkbox"/> | |
| 5-7. | Other Funding Sources (Grants/Loans/Tax Credits), if applicable | | | | |
| | A. | Commitment Letter(s) | CmtLtr | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Tax Credit Equity Pay-In Schedule | TCEqSch | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Executed Tax Credit Reservation Letter | TCRes | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Sources and Uses Statement | SUStmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | E. | HUD-2880 Applicant/Recipient Disclosure Report | 2880 | <input type="checkbox"/> | <input type="checkbox"/> |
| | F. | Bridge Loan Agreement(s) | Bridge | <input type="checkbox"/> | <input type="checkbox"/> |
| | G. | Subsidy Layering Review, if required | SLR | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-8. | Miscellaneous/other mortgage credit documents | | MiscMC | <input type="checkbox"/> | <input type="checkbox"/> |
| MC Folder 2 (create as many as needed) - Principal, General Contractor, or Management Agent | | | | | |
| 5-1. | Organizational Chart | | OrgCht | <input type="checkbox"/> | <input type="checkbox"/> |
| | A. | List of Principals | Prncpl | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Resumes (or AIA A305 for General Contractor) | Resume | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-2. | Organizational Documents | | | | |
| | A. | Articles of Incorporation/Organization, Partnership Agreement, or Operating Agreement | OrgDocs | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-3. | Previous Participation Certification | | | | |
| | A. | Active Partners Performance System (APPS) Submission or Form HUD-2530 | APPS | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-4. | Credit Reports | | | | |
| | A. | Credit Report | CrdtRpt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | HUD-92013-Supp Supplement to Application | 92013S | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | Verification of EIN/SSN | EIN | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-5. | Financial Statements | | | | |
| | A. | Audited/Certified (or CPA-Reviewed, if unaudited) Financial Statements (most recent full year) or HUD-92417 for individuals | FinSmt | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Certified YTD Financial Statement, if required | FinSmtYTD | <input type="checkbox"/> | <input type="checkbox"/> |
| | C. | REO Schedule & Schedule of Mortgage Debt | REODebt | <input type="checkbox"/> | <input type="checkbox"/> |
| | D. | Other Business Concerns | BusCncrns | <input type="checkbox"/> | <input type="checkbox"/> |
| 5-6. | Miscellaneous/other mortgage credit documents | | MiscMC | <input type="checkbox"/> | <input type="checkbox"/> |
| Section 6: Construction and Architectural Documents | | | | | |
| 6-1. | Plans and Specifications | | | | |
| | A. | Plans (PDF) | Plans | <input type="checkbox"/> | |
| | B. | Specification Manual | Specs | <input type="checkbox"/> | |
| 6-2. | State, City, or County Approval of Plans, if available | | PlnApprvl | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-3. | Soils Report and Foundation Analysis | | SoilRpt | <input type="checkbox"/> | |
| 6-4. | A. | HUD-2328 Contractor's Cost Breakdown | 2328 | <input type="checkbox"/> | |
| | B. | Identity-of-Interest Disclosure and 50/75% Rule Disclosure | IOIDis5075 | <input type="checkbox"/> | |
| 6-5. | Furniture, Fixtures & Equipment Schedule and Budget | | FFE | <input type="checkbox"/> | |
| 6-6. | Early Commencement Documents | | ErlyStrt | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-7. | Assurance of Completion | | | | |
| | A. | Commitment Letter from Surety | SuretyLtr | <input type="checkbox"/> | |
| | B. | Commitment Letter from Bank for Letter of Credit | LOCCmt | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | | |
|-------|--|---|--------------|--------------------------|--------------------------|
| 6-8. | Owner-Architect Agreement (AIA Form B108) and HUD Amendments | | | | |
| | A. | Project Architect | B108 | <input type="checkbox"/> | |
| | B. | Supervisory Architect | SupvB108 | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-9. | A. | Off-site Storage of Approved Building Materials | OffSiteStg | <input type="checkbox"/> | <input type="checkbox"/> |
| | B. | Off-site Improvements/Construction | OffSiteImp | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-10. | Design Architect Certification | | DsgnArchCert | <input type="checkbox"/> | |

