**Instructions for RD 4281-4**

***Guaranteed Loan Closing Report***

**Lenders use this form for: (1) each loan at the time the guarantee is issued, (2) conversion of an existing guaranteed loan to one with interest assistance, (3) payment of guaranteed loan fees, and (4) consolidation of guaranteed loans.**

**The Guaranteed Loan Closing Report must accompany all guarantee fee payments.**

***Page 1 – completed by Lender***

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| **Fld Name / Item No.** | **Instruction** |
| Item 1. | Enter the USDA’s Borrower Unique Entity Identifier which is either the GLS or CPAP borrower ID number as appropriate. |
| Item 2. | Enter the Borrower Name |
| Item 3. | Enter the Lender ID Number |
| Item 4. | Enter the Lender Branch Number |
| Item 5. | Enter Lender Name and Address |
| Item 6. | Enter the applicable Agency Servicing Office |
| Item 7. | Enter the Amount of the Guarantee Fee Paid |
| Item 8. | Enter the Amount of the Loan |
| Item 9. | Enter the Amount Advanced at Closing |
| Item 10. | Enter the Closing Date (MO/DA/YR) |
| Item 11. | Enter the Maturity Date of the Loan (MO/DA/YR) |
| Item 12. | Enter the Percent of Loan Guarantee |
| Item 13. | Enter Lender’s Note Interest Rate on Guaranteed Portion |
| Item 14. | Enter Lender’s Note Interest Rate on Non-Guaranteed Portion |
| Item 15. | Enter the Interest Basis (Actual 360, 360 Days or 365 Days) |
| Item 16. | Enter the appropriate Variable/Fixed rate Code: 1- Single Variable, 2- Single Fixed, 3- Multi Variable, 4. Multi Fixed |
| Item 17. | If Loan has a Variable Rate: Enter the following:  Source of Base Rate Publication, Guarantee Rate, Current  Base Rate, +Incremental Difference, Rate Change Period, Rate Cap, Rate Floor. Also Enter the Unguaranteed Rate, Current Base Rate, +Incremental Difference, Rate Change Period, Rate  Cap, Rate Floor |

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| **Fld Name / Item No.** | **Instruction** |
| Item 18. | Enter the Authorized Lender’s Signature |
| Item 19. | Enter the Authorized Signatory’s Title |
| Item 20. | Enter the Date |
| Items 21 – 24 are completed by the Agency | |