

FHA Loan Underwriting and Transmittal Summary

See back of page for Public Burden and Sensitive Information statements

U.S. Department of Housing and Urban Development

Office of Housing Federal Housing Commissioner

OMB Approval No. 2502 - 0059

(expires XX/XX/XXXX)

Borrower and Property Information FHA Case No.

SOA

Borrower Name _____		SSN _____
Co-Borrower Name _____		SSN _____
Property Address _____		
Property Type (Check only 1)	Additional Property Information	Property Rights
☐ 1 unit ☐ 2 units ☐ 3 – 4 units	Sales Price \$ _____	☐ Fee Simple
☐ Condominium ☐ Co-op	Appraised Value \$ _____	☐ Leasehold
☐ Manufactured Housing		☐ Existing
		☐ Proposed
		☐ New (less than 1 year)

Mortgage Information

Amortization Type (Check only 1)	Loan Purpose (Check all that apply)	Secondary Financing
☐ Fixed Rate Monthly Payments	☐ Purchase	Source/EIN _____
☐ ARM ☐ 1 ☐ 3 ☐ 5 ☐ 7 or ☐ 10 years	☐ No Cash-Out Refinance	☐ Gov't ☐ NP ☐ Family
☐ ARM Index _____	☐ Cash-Out Refinance	☐ Other _____
☐ ARM Margin _____	☐ Simple Refinance	Amount of Secondary Financing \$ _____
☐ Interest Rate Buydown	☐ Streamline Refinance	Gifts Seller Funded DAP ☐ Y/N
	☐ Construction-to-Permanent	1) Source/EIN _____
	☐ Energy Efficient Mortgage	☐ Gov't ☐ NP ☐ Family
	☐ Building On Own Land	☐ Other _____
	☐ HUD REO	Amount of Gift \$ _____
	☐ 203(k)	2) Source/EIN _____
	☐ Standard	☐ Gov't ☐ NP ☐ Family
	☐ Limited	☐ Other _____
	☐ Other _____	Amount of Gift \$ _____
Loan Information		
Mortgage w/o UFMIP \$ _____		
Mortgage w/ UFMIP \$ _____		
Interest Rate _____%		
Qualifying Rate (1-Year ARM) _____%		
Loan Term (in months) _____		

Underwriting Information

Monthly Income	Proposed Monthly Payments
Borrower	Borrowers Primary Residence
Base Income \$ _____	First Mortgage P&I \$ _____
Other Income \$ _____	Monthly MIP \$ _____
Net Rental Income \$ _____	HOA Fees \$ _____
Total Income \$ _____	Lease/Ground Rent \$ _____
	Second Mortgage P&I \$ _____
	Hazard Insurance \$ _____
	Taxes & Special Assessments \$ _____
	Total Mortgage Payment \$ _____
Debts & Obligations	Qualifying Ratios
Monthly	LTV _____%
Total Installment Debt _____	CLTV (if 2nd permitted) _____%
Child Support _____	Mortgage Payment-to-Income _____%
Negative Rental Cash Flow _____	Total Fixed Payment-to-Income _____%
All Other Monthly Payments _____	
Total Fixed Payment _____	
Borrower Funds to Close	
Required \$ _____	Borrower
Verified Assets \$ _____	CAIVRS # _____
Closing Costs \$ _____	
Source of Funds _____	LDP/SAM ☐ Yes ☐ No
No. of Months in Reserves _____	Co-Borrower(s)
Seller Contribution _____	☐ Yes ☐ No
Underwriter Comments	

Underwriter's signature & date (if required)	CHUMS ID #
X	

Risk Assessment
Scored by TOTAL? ☐ Yes ☐ No Risk Class ☐ A/A or ☐ Refer
CHUMS ID # for Reviewer of appraisal _____
(Required for loans scored by TOTAL with risk class A/A or loans where the appraisal and credit reviews are performed by different underwriters.)

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This information is required pursuant to Section 203 of the National Housing Act to determine the eligibility of FHA mortgage insurance applicants. Public reporting burden for this collection of information is estimated to average 10 minutes 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to PRA Liaison, Department of Housing and Urban Development, 451 7th Street SW, Room 9139-37, Washington, DC 20410-5000. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number. The information will be protected by the Privacy Act as described in the Privacy Act Statement below.

Borrower and Property Information

SOA Mortgagees must enter the Section of the Act under which the mortgage is to be insured.

Mortgage Information

Interest Rate: Mortgagees must enter the interest rate for fixed rate mortgages or the initial rate for 3-, 5-, 7-, and 10-year ARMs.

ARM Index: Mortgagees must enter the name of the index used.

Qualifying Rate: Mortgagees must enter the interest rate used to qualify a borrower for a 1-year ARM.

Loan Purpose: Mortgagees must check all loan purpose types that apply (e.g., the purchase of a property owned by HUD should have both the Purchase and HUD REO boxes checked).

Secondary Financing: Mortgagees must indicate the source type. If indicating a nonprofit (NP) or government agency (Gov't), they must also enter in the Employer Identification Number (EIN) for the entity. When indicating Other, lenders must identify the type (e.g., employer, labor union) and enter in the EIN (if applicable).

Seller-Funded DAP: Mortgagees must indicate whether any of the gift funds are derived from such a program by entering Y.

Gifts: Mortgagees must indicate the source type(s). If indicating a nonprofit (NP) or government agency (Gov't), they must also enter in the Employer Identification Number (EIN) for the entity. When indicating Other, lenders must identify the type(s) (e.g., employer, labor union) and enter in the EIN (if applicable).

Underwriting Information

Negative Rental Cash Flow: If there is negative rental cash flow for the subject property and/or other properties owned by the borrower, the lender must enter the total dollar amount.

Total Fixed Payment: All debts and obligations, including the proposed housing payment.

Borrower Funds to Close Required: Mortgagees must enter the total amount that the borrower is required to pay at closing. If the borrower is receiving cash back, the amount should be in parentheses.

Closing Costs: Mortgagees must enter the amount being paid by the borrower, which may include prepaid & non-recurring closing costs but not discount points.

No. of Months in Cash Reserves: Mortgagees must enter the number of months in reserves for 3- and 4-unit properties only.

Seller Contribution: Mortgagees must enter the seller contribution as a percentage of the sales price.

CHUMS ID # for Review of Appraisal: This captures the CHUMS ID number of the underwriter who reviewed the appraisal. Completing this field is applicable when the underwriter who reviewed the appraisal is different from the one who reviewed the credit package (e.g. an Automated Underwriting System).

LDP/SAM Mortgagees must check the box if the borrower or coborrower's name appears on list .

Privacy Act Notice

Authority: Section 203 of the National Housing Act (12 U.S.C. §1709) and Section 255 of the National Housing Act (12 U.S.C. §1715z-20) authorize HUD to process applications for FHA insurance of eligible Single Family and Home Equity Conversion Mortgages and respond to inquiries regarding applications for mortgage insurance. 31 U.S.C. §7701 and 42 U.S.C. §3543 authorize HUD to collect taxpayer identifying numbers, which may include Social Security Numbers (SSNs).

Purpose: HUD will use this information to determine eligibility for FHA mortgage insurance, and for other purposes described in the published Privacy Act System of Records Notice (SORN).

Routine Uses: Pursuant to the published SORN, HUD may share the information with other program offices within HUD, law enforcement, other government agencies, government sponsored enterprises (GSEs), lenders, and other program participants, as necessary to verify eligibility, process mortgage insurance applications, prevent improper payments, engage in research and analysis, enforce the law, assist in matters related to court proceedings, respond to potential or actual threats to the security of Federal information systems and related data, prevent waste, fraud and abuse, and for any other routine use published in the SORN.

Disclosure: Providing this information is voluntary; however, failure to provide the requested information may delay or restrict your eligibility for an FHA-insured mortgage loan, or other benefits you are seeking.

The System of Records Notice (SORN) for this collection is the Single Family Mortgage Insurance Origination System and is publicly available at: <https://www.federalregister.gov/documents/2025/08/01/2025-14530/privacy-act-of-1974-system-of-records>