

RURAL DEVELOPMENT
TRANSMITTAL - CLOSING DOCUMENTS

TO: CENTRALIZED SERVICING CENTER (CSC)
ATTN: NEW LOAN SET-UP SERVICES
FC: 246B
1520 MARKET STREET
ST. LOUIS, MO 63103

Rescission Loan Yes No

Leverage/Participation Yes No

___ 1st Lien Position **OR**

___ 2nd Lien Position **OR**

___ GRANT

FROM: _____

Is Leverage/Participation Lender holding
the escrow? Yes No

(Field Office Mailing Address)

PART I. BORROWER INFORMATION:

Loan Number(s) of files attached:

Primary: _____

Subsequent: _____

Assumptions Only

Account No. Being Assumed: _____

Transferor's Name: _____

Transferor's Forwarding Address: _____

FAX same rates and terms assumptions to the Forbearance Dept. at CSC: (314) 206-2311.

BORROWER: (New Mailing Address)

Name: _____

Address: _____

Telephone: (H) _____ (W) _____

CO-BORROWER:

Name: _____

Address: _____

Telephone: (H) _____ (W) _____

CO-SIGNER:

Name: _____

Address: _____

Telephone: (H) _____ (W) _____

PART II. TYPE OF LOAN(S) SUBMITTED:

502 Loan 504 Loan Assumptions Assumption During Construction Credit Sale

List attached documents on the reverse of this form.

PART III. ESCROW INFORMATION:

A CHECK COVERING FEES COLLECTED AT CLOSING IS ATTACHED

OR

A CHECK COVERING FEES COLLECTED AT CLOSING IS **NOT** ATTACHED FOR THE
FOLLOWING REASONS: _____

PART IV. FIELD OFFICE CONTACT:

FIELD OFFICE CONTACT: _____ TELEPHONE: _____ FAX: _____

(Please Print Name)

THIS CLOSING PACKAGE WAS PREPARED FOR SHIPMENT BY: _____

(Signature of Agency Employee)

CLEAR SIGNED COPIES of the applicable Loan Closing Documents must be forwarded to CSC by overnight mail within 1 working day from loan closing.

(NOTE: Do not forward construction loan documents until the permanent loan is activated – overnight mail within 5 working days from the date of conversion.)

NEW LOAN ORIGATION FORMS (as applicable)

‘X’ if sent by Field Office (FO) or Closing Agent/Attorney (CA/A):

Field Office	Closing Agent/Attorney	Form Number	Form Title	502 Loan	504 Loan	Assumption New Rates and Terms
		1922-8	Uniform Residential Appraisal Report (Pages 1 & 2)	X	*	X
		3550-9	Initial Escrow Account Disclosure Statement	*	*	X
		3550-15	Tax Information (or current tax bill or acceptable equivalent – same as initial escrow disclosure)	*	*	X
		3550-19	Transmittal – Closing Documents	X	X	X
			_____ Hazard and/or _____ Flood Insurance Binder (First Page) and Paid Receipt	X	*	X
			Other CSC required document	*	*	*

THE ABOVE DOCUMENTS ARE ENCLOSED IN THE SEALED ENVELOPE LABELED “CSC”

		1940-16	Promissory Note	X	X	
		1940-59	Settlement Statement (or acceptable equivalent)	X	*	X
		1944-14 & 1944-6	Payment Assistance/Deferred Mortgage Assistance Agreement/Interest Credit Agreement	*		*
		3550-12	Subsidy Repayment Agreement	X	*	X
		3550-14	Real Estate Mortgage or Deed of Trust (not recorded)	X	*	X
		3550-17	Funds Transmittal Report – For construction loans, also include copy of original 3550-17 from loan closing.	X	X	X
		3550-22	Assumption Agreement Single Family Housing	X		X
			Addendum to Assumption Agreement during Construction			*
			Title Insurance Commitment or Preliminary Title Commitment (including legal description)	X	*	X
			Homeowner Authorization Letter	*	*	*

PARTICIPATING LENDER’S REQUIRED DOCUMENTS – WHEN Rural Development IS IN THE 2nd LIEN POSITION

			Leverage/Participating Lender’s Promissory Note	*	*	*
			Leverage/Participating Lender’s Real Estate Mortgage or Deed of Trust	*	*	*

X “Document Required”

* “Document Required if Applicable to Transaction”