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## APPENDIX III-7

### FORM HUD 11706 - SCHEDULE OF POOLED MORTGAGES

- Applicability:** Ginnie Mae I MBS Program and Ginnie Mae II MBS Program. This form and these instructions should be used only by issuers submitting pools in paper submission format. Issuers using *GinnieNET* to submit pools and loan packages must follow the instructions set forth in the *GinnieNET* Issuer Guide.
- Purpose:** To provide a means of identifying and controlling the mortgages that collateralize the designated MBS pools or loan packages. Provides a certification from the document custodian that certain required mortgage documents are being held by the document custodian on behalf of Ginnie Mae.
- Prepared in:** Original and any copies needed for the issuer and document custodian to maintain.
- Distribution:** Original will be delivered to the document custodian by the issuer. The document custodian will examine the Schedule of Pooled Mortgages against the mortgage documents in its possession in accordance with the requirements of the Ginnie Mae MBS Guide. After the document custodian signs (certifies on the reverse side of the form HUD 11706), the document custodian or the issuer will forward the original to Ginnie Mae's pool processing agent.
- For pools or loan packages submitted through *GinnieNET*, the form HUD 11706 is automatically generated.
- Completion Instructions:** The circled numbers on the illustrated form correspond with the numbers listed below.
1. Interest rate of mortgages in the pool or loan package. Under the Ginnie Mae I program, except for manufactured home loans, all the mortgages must have the same interest rate. Under the Ginnie Mae II program, except for manufactured home loans, the mortgages must have a rate at least 50 basis points higher, but no more than 150 basis points higher, than the face rate of the securities (for pools and loan packages issued prior to July 1, 2003), or a rate at least 25 basis points higher but not more than 75 basis points higher than the face rate of securities (for pools and loan packages issued on or after July 1, 2003).
  2. Term of mortgages. Enter in this block the years and months until the stated maturity of the pooled mortgage with the latest stated maturity.
  3. **For Ginnie Mae I MH pools and Ginnie Mae II pools only:** If more than one interest rate is included, enter the "weighted average interest rate." This is calculated as follows:
    - a. Multiply the total unpaid principal balance (as of the issue date) for each group of loans at a particular interest rate by the face interest rate for that group;
    - b. Sum the resulting products;

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- c. Divide that sum by the total of the unpaid balance for the pool or loan package. The resulting weighted average interest rate must be expressed in six significant figures (xx.xxxx percent).
4. Indicate whether submission is in connection with initial certification, final certification, or recertification by the document custodian.
  5. Enter the number from the listing of pre-assigned pool numbers obtained from Ginnie Mae. If the pool is to be formed under Ginnie Mae I or is to be a custom pool under Ginnie Mae II, this number will refer to the issuer's pool number. If the pooled mortgages are to become part of a multiple issuer pool under Ginnie Mae II, this number will refer to the issuer's loan package number.  
  
*Note:* A GPM or GEM pool will be identified by the numeral 9 as the first digit in the six-digit pool/loan package number. An APM pool will be identified by the numeral 8 as the first digit.
  6. First day of the month of issue.
  7. Full legal name of issuer.
  8. Check applicable boxes for type of loans collateralizing the pool.
  9. Indicate whether issuance is under the Ginnie Mae I or Ginnie Mae II program.
  10. **AR and AQ pools and loan packages only.** Enter the security/mortgage change date, which is the date on which the interest rate for the security and the mortgage will change each year. The date must be either January 1, April 1, July 1, or October 1.
  11. Issuer ID number that has been assigned by Ginnie Mae.
  12. Loan number of each mortgage assigned by issuer for its records. If the mortgage is registered with MERS, set out the assigned mortgage identification number (MIN) immediately below the issuer loan number.
  13. If MERS is the original mortgagee of record, insert the word "Yes"; otherwise, leave blank.
  14. Full legal name of mortgagor.
  15. Full street address of property including zip code.
  16. Full FHA, VA, RHS, or § 184 case number, including area identification and section of the National Housing Act. (For § 184 loans, record the number "184" in parenthesis in place of the section of the National Housing Act.) (For GPM loans, show plan number following section of Act.)
  17. **Ginnie Mae II only:** Make entries only if loans with different rates are included in the pool or loan package. Enter face interest rate for each mortgage.
  18. **AR and AQ pools and loan packages only.** Enter the mortgage margin, which is the amount, in basis points, to be added to the published index in establishing mortgage interest rate adjustments for adjustable rate mortgages. Each mortgage must have a margin at least 50 basis points but not more than 150 basis points higher than the security
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margin for the pool (for pools and loan packages issued prior to July 1, 2003) or 25 basis points but not more than 75 basis points higher than the security margin (for pools and loan packages issued on or after July 1, 2003).

19. Date first payment is due on loan (month-day-year).
20. Date last payment is due on loan (month-day-year).
21. Monthly principal and interest constant of loan. (For GPM, GEM, and APM loans, show constant applicable to the payment for the first month the loan is in the pool.)
22. Original principal balance of mortgage.
23. Unpaid balance of mortgage. (See Section 9-3(E) of the Ginnie Mae MBS Guide for a description of the manner in which the unpaid balance is calculated.)  
  
*Note:* If a principal curtailment has been applied to the loan, the dollar amount of such curtailment must be shown either on the form itself or by separate attachment.
24. **For manufactured home loans only.** For any loan that represents a combination manufactured home and lot loan, enter the letters "ML". For loans secured only by manufactured home units and for all loans other than MH loans, leave blank.
25. Total number of FHA, VA, RHS, and/or § 184 mortgages. Record § 184 loans in the block marked "Other." If there is more than one page, only the grand totals need to be shown, either on the last page or on a separate "totals" page.
26. Total unpaid balance of FHA, VA, RHS, and/or § 184 mortgages (including cents). If there is more than one page, only the grand totals need to be shown, either on the last page or on a separate "totals" page.
27. Total principal and interest amount for entire pool or loan package. If there is more than one page, only the grand total needs to be shown either on the last page or on a separate "totals" page.
28. Check box if submission is an initial certification.
29. Complete name and address of document custodian.
30. Document custodian ID number assigned by Ginnie Mae.
31. Authorized signature of document custodian.
32. Typed name of individual signing at 30.
33. Title of individual signing at 30.
34. Date of document custodian's initial certification.
35. Check box if submission is a final recertification.
36. Complete name and address of document custodian.
37. Document custodian ID number assigned by Ginnie Mae.

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38. Authorized signature of document custodian.
  39. Typed name of individual signing at 37.
  40. Title of individual signing at 37.
  41. Date of final recertification.

**Nos. 42 through 56 are to be completed only in connection with recertification of pools due to transfers of issuer responsibility or custodian transfers.**

42. Name of prior or selling issuer.
43. Issuer ID of selling issuer.
44. Name of current or buying issuer.
45. Issuer ID of buying issuer.
46. Effective month of transfer.
47. Authorized signature of current issuer.
48. Typed name of individual signing at 46.
49. Title of individual signing at 46.
50. Date recertification signed by issuer.
51. Complete name and address of document custodian.
52. Document custodian ID number assigned by Ginnie Mae.
53. Authorized signature of document custodian.
54. Name of document custodian.
55. Title of document custodian.
56. Date of recertification signed by document custodian.

GinnieNET submissions are automatically generated.

For hard copy submissions, a machine printout giving the required data may be used, provided a form HUD 11706 signed by both issuer and custodian is attached, listing the totals. The machine printout must have the same format as the form HUD 11706.

At both initial and final certification, a complete Schedule of Pooled Mortgages must be submitted to the PPA, either directly by the document custodian or through the issuer, under both the Ginnie Mae I and Ginnie Mae II MBS Programs.

# Schedule of Pooled Mortgages

U.S. Department of Housing and Urban Development  
Government National Mortgage Association

OMB Approval No. 2503-0010 (Exp. 08/31/2004)

Interest Rate of Mortgages Highest <b>1</b> % Lowest <b>1</b> %	Weighted Average Interest Rate <b>3</b> %	<input type="checkbox"/> Initial Certification	Ginnie Mae Pool/Loan Package Number <b>5</b>
Term of Mortgages <b>2</b> years	<input type="checkbox"/> Final Certification	<input type="checkbox"/> Recertification <b>4</b>	Security Issue Date <b>6</b>

Public reporting burden for this collection of information is estimated to average 15 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. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

The information requested is required by Sec. 306(g) of the National Housing Act or by Ginnie Mae Handbook 5500.3, Rev. 1.

Name of Issuer <b>7</b>	<input type="checkbox"/> Single-Family Level Payment Loans (SF)	<input type="checkbox"/> Growing Equity Loans (GA/GD)	<input type="checkbox"/> Manufactured Home Loans (MH)	<input type="checkbox"/> Ginnie Mae I	Security/Mortgage Change Date <b>10</b>	Issuer ID Number <b>11</b>
	<input type="checkbox"/> Graduated Payment Loans (GP/GT)	<input type="checkbox"/> Adjustable Payment Loans (APM)	<input type="checkbox"/> Buydown Loans (BD) <b>8</b>	<input type="checkbox"/> Ginnie Mae II		
	<input type="checkbox"/> Project Loans (PL/PN/LM/RX/LS)	<input type="checkbox"/> Construction Loans (CL/CS)	<input type="checkbox"/> Serial Note (SN)	<input type="checkbox"/> Other <b>9</b>		

Issuer's Loan Number and MIN <b>12</b>	MOM <b>13</b>	Name of Mortgagor <b>14</b>	Address of Property Site Address (Street, City, State and Zip Code) <b>15</b>	FHA-VA-RHS-§184 Case Number <b>16</b>	Interest Rate <b>17</b>	Mortgage Margin (APM only) <b>18</b>	Date of First Payment <b>19</b>	Date Last Payment Is Due <b>20</b>	Monthly Constant (P&I) \$ <b>21</b>	Original Principal Balance \$ <b>22</b>	Unpaid Balance Pooled \$ <b>23</b>	Type of Loan <b>24</b>

Distribution of All Loans in Pool			Total Amount P&I <b>27</b>
	Number <b>25</b>	Amount <b>26</b>	
FHA			\$ _____
VA			
RHS			
§184			
Other			
Total			

<b>Schedule of Pooled Mortgages</b>	Ginnie Mae Pool/Loan Package Number
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**Instructions for Custodian**

The custodian will review each mortgage or loan file in accordance with the applicable sections of the Ginnie Mae MBS Guide, Rev. 1 to determine that all required documents have been properly executed and received and that such documents relate to the mortgages identified on the front of this form.

Upon completion of each examination, an authorized official of the custodian will sign the original and the required copies of this form in the space provided and forward the original to Ginnie Mae 's pool processing agent (either directly or through the Issuer) and provide a signed copy to the Issuer. Pursuant to the following, certification may be completed in two stages, "initial" and "final," except for PL, PN, LM, LS, CL, and CS pools, which are only final certified.

<b>Custodian's Certification (Initial Certification)</b> <input type="checkbox"/> The documents referenced in the applicable sections indicated below, pertaining to the mortgages listed on the front of this form have been received and have been determined to satisfy the requirements of the Ginnie Mae MBS Guide, Rev. 1.  <b>For SF, BD, AR, AQ, GP, GT, GA, GD, and SN pools and loan packages:</b> Section 13-4(A) of the Ginnie Mae MBS Guide, Rev. 1. <b>For MH pools:</b> Sections 13-4(A) and 30-4(A)(1) of the Ginnie Mae MBS Guide, Rev. 1.		<b>Custodian's Certification (Final Certification)</b> <input type="checkbox"/> The documents referenced in the applicable sections indicated below, pertaining to the mortgages listed on the front of this form have been received and have been determined to satisfy the requirements of the Ginnie Mae MBS Guide, Rev. 1. <b>For SF, AR, AQ, BD, GP, GT, GA, GD, and SN pools:</b> Section 13-4(B) of the Ginnie Mae MBS Guide, Rev. 1. <b>For MH pools:</b> Sections 13-4(B) and 30-4(A)(2) of the Ginnie Mae MBS Guide, Rev. 1. <b>For PL, PN, LM, and LS pools:</b> Sections 13-4(B) and 31-10 of the Ginnie Mae MBS Guide, Rev. 1 (final certification). <b>For CL and CS pools:</b> Sections 13-4(B) and 32-8 of the Ginnie Mae MBS Guide, Rev. 1 (final certification).	
Custodian Name and Address (Including Zip Code) (Please Type)		Custodian No.	
Authorized Signature		Authorized Signature	
Name (Please type)		Name (Please type)	
Title (Please Type)	Date of Initial Certification	Title (Please Type)	Date of Final Certification

**Recertification Using an Updated List of Loans for the Referenced Pool**

Prior Issuer: (Name of Seller)	Issuer ID No.	Current Issuer: (Name of Buyer)	Issuer ID No.
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The attached list of pooled loans represents the pool or loan package principal and the total number of mortgages reported on form HUD-11710-A, Section 1, line D, "Balances this monthend" for the reporting month of \_\_\_\_\_. The Issuer certifies that the remaining loan balances conform to the "Balances this monthend" of the pool or loan package principal reported in Section 1, line D of form HUD-11710-A and has been reconciled with the "Principal of securities this monthend" reported as due the security holders for the pool in Section 3, line D of form HUD-11710-A.

The Document Custodian certifies to the following: (1) It has received the related documents for the loans listed on the attached. (2) It has verified that the loans on the attached were included on the original Schedule of Pooled Mortgages, if available. If not available, the Document Custodian must obtain from the Issuer a written explanation why the original Schedule is missing. The Document Custodian must maintain a copy of the original Schedule or the written explanation for the missing Schedule in the Pool Master File with the recertification. (3) It has placed in the Pool's Master File a copy of the Issuer's Monthly Accounting Report, form HUD-11710-A for the reporting month stated above.

The Document Custodian will not be required to maintain or reconcile the form HUD-11708 for loans liquidated prior to and not reported as active loans on the form HUD-11710-A stated above.

Authorized Signature of current Issuer	Custodian Name and Address (Including Zip Code) (Please Type)	Custodian No.	Authorized signature of current Custodian
Name (Please Type)		Name of Custodian (Please type)	
		Title of Custodian (Please type)	
Title (Please Type)		Date	Date