

# Mortgage Credit Analysis Worksheet

U.S. Department of Housing and Urban Development  
Office of Housing

OMB Approval No. 2502-0059  
(Expires 9/30/2007)

All numbered entries in \$ except where noted.

|              |                             |   |
|--------------|-----------------------------|---|
| Case number: | Section of the Housing Act: | Check one:<br><input type="checkbox"/> Existing Construction <input type="checkbox"/> Proposed Construction |
|--------------|-----------------------------|---|

|   |                            |                                   |                                       |   |
|---|----------------------------|-----------------------------------|---------------------------------------|---|
| 1a. Borrower's name:                        |                            | 2a. Social Security Number:       |                                       |   |
| 1b. Co-Borrower's name:                     |                            | 2b. Social Security Number:       |                                       |   |
| 3a. Mortgage <b>without</b> Up-front MIP ▲: | 3b. Total UFMIP ▲:         | 3c. Mortgage <b>with</b> UFMIP ▲: | 4. Appraised Value (without CC) ▲:    | 5. a. Total Closing Costs (CC) ▲:<br>-- b. Paid by Seller ▲:<br>= c. Borrower's CC ▲: |
| 6. Current housing expenses ▲:              | 7. Term of loan :<br>years | 8. Interest rate:<br>%            | 9. Adj. buy-down interest rate▲:<br>% |   |

|  |  |   |  |                           |                |
|--|--|---|--|---------------------------|----------------|
| <b>10. Settlement requirements / Mortgage calculation</b><br><b>*For refinances, see instructions on reverse</b> |  | <b>12. Debts &amp; Obligations</b>                                      |  | Monthly Payment           | Unpaid Balance |
| a. Contract Sales Price ▲  |  | a. Total installment debt ▲   |  |                           |                |
| b. Repairs & Improvements ▲  |  | b. Child support, etc.  |  |                           |                |
| c. Borrower-paid Closing Costs (from line 5c)  |  | c. Other  |  |                           |                |
| d. Sales Concessions (Subtract) ▲  |  | d. Total monthly payments   |  |                           |                |
| e. Mortgage Basis (Sum of Lines 10a+b+c minus 10d) ▲   |  | <b>13. Future monthly payments</b>                                      |  |                           |                |
| f. (1) Multiply Mort. Basis (line 10e) by 97 / 95 / 90%.<br>[if \$50,000 or less, multiply by 97%.] ▲            |  | a. Principal & interest – 1st mortgage                                  |  |                           |                |
| (2) Multiply the Value (line 4) by 97.75%.<br>[if \$50,000 or less, multiply by 98.75%] ▲                        |  | b. Monthly MIP ▲  |  |                           |                |
| g. Mortgage (without UFMIP) <b>Note:</b> this may not exceed the lesser of line 10f(1) or 10f(2). ▲              |  | c. Homeowners Association Fee ▲   |  |                           |                |
| h. Required investment (line 10e minus line 10g) ▲   |  | d. Ground rent  |  |                           |                |
| i. Discounts ▲   |  | e. Principal & interest – 2nd mortgage                                  |  |                           |                |
| j. Prepayable expenses ▲   |  | f. Hazard insurance ▲   |  |                           |                |
| k. MIP paid in cash ▲  |  | g. Taxes & special assessments ▲  |  |                           |                |
| l. Non-Realty and other items (see 10d)  |  | h. Total mortgage payment ▲   |  |                           |                |
| m. Total requirements (sum of lines 10h - 10l) ▲   |  | i. Recurring expenses (from line 12d) ▲                                 |  |                           |                |
| n. Amount paid in <input type="checkbox"/> cash <input type="checkbox"/> other (explain)                         |  | j. Total fixed payment ▲  |  |                           |                |
| o. Amount <b>to be</b> paid in <input type="checkbox"/> cash <input type="checkbox"/> other ▲                    |  | <b>14. Ratios</b>   |  |                           |                |
| p. Assets available ▲  |  | a. Loan-to-value (line 10g / line 4)                                    |  | . %                       |                |
| q. 2nd mortgage proceeds (if applicable)   |  | b. Mortgage Payment-to-income (line 13h / line 11f)                     |  | . %                       |                |
| <b>11. Monthly Effective Income</b>  |  | c. Total fixed payment-to-income (line 13j / line 11f)                  |  | . %                       |                |
| a. Borrower's base pay ▲   |  | <b>15. Borrower rating</b> (enter "A" for acceptable or "R" for reject) |  |                           |                |
| b. Borrower's other earnings (explain) ▲   |  | a. Credit characteristics ▲   |  |                           |                |
| c. Co-borrower's base pay ▲  |  | b. Adequacy of effective income ▲                                       |  |                           |                |
| d. Co-borrower's other earnings (explain) ▲  |  | c. Stability of effective income ▲                                      |  |                           |                |
| e. Net income from real estate ▲   |  | d. Adequacy of available assets ▲                                       |  |                           |                |
| f. Gross monthly income ▲  |  | 16. Borrower's CAIVRS #:  |  | Co-borrower's CAIVRS #:   |                |
|  |  | LDP/GSA (page no. & date)   |  | LDP/GSA (page no. & date) |                |

|  |  |
|--|--|
| Remarks (attach additional paper if needed): | Total Amount of Gifts:<br>\$                           |
|  | <b>Attachment A Information:</b>                       |
|  | A1. Contract Sales Price of Property: (line 10a above) |
|  | A2. 6% of line A1:                                     |
|  | A3. Total Seller Contribution:                         |
|  | A4. Excess Contribution:                               |

|   |                                       |  |           |
|---|---------------------------------------|--|-----------|
| 17. Final application decision<br>▲ <input type="checkbox"/> Approve<br><input type="checkbox"/> Reject | 18. Examiner's signature & date:<br>X | 19. Underwriter's signature & date:<br>X | CHUMS ID# |
|---|---------------------------------------|--|-----------|

This information is required to determine the eligibility of FHA mortgage insurance applicants.

**Public reporting burden** for this collection of information is estimated to average 0.1 hours 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.

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The Mortgage Credit Analysis Worksheet has been revised to reflect changes to the percentage of financeable closing costs. Several of the more important changes are discussed below:

**Line 5** Closing Costs: On line 5a, show the total buyer's closing costs of the transaction. On line 5b, subtract any amount of buyer's closing costs paid by the seller. Line 5c is the total amount of borrower-paid financeable closing costs. Borrower-paid closing costs will be added on line 10c.

**Line 10d** (Subtract Sales Concessions): Refers to seller-paid prepaid items, personal property items, seller concessions exceeding 6% from Attachment A, etc. This does not include seller-paid closing costs from line 5b. This amount should also appear on line 10l to correctly determine total cash requirements.

**Line 10f(1)** Multiply Mortgage Basis: Multiply the amount on line 10e by 97% on the first \$25,000, 95% on the amount between \$25,000 and \$125,000, and 90% on the remainder. (However, if line 10e is \$50,000 or less, multiply the entire amount by 97%.) Note: If the value is less than sales price, then multiply the value plus closing costs by the amounts described above.

Certain types of loans (e.g., 90% new construction loans, loans to Veterans, etc.), may require alternative calculations on line 10f(1). Such variations must be indicated in the "remarks" section of the worksheet.

**Line 10f(2)** Do not complete for loans to Veterans under §203(b)(2)

\* **Notes on Refinances:** The following instructions should be substituted on the appropriate lines for refinance transactions.

Line 10a. Unpaid Principal Balance

Line 10b. (Repairs not allowable on streamline refinances.)

Line 10c. Add borrower's closing costs and discount points.

Line 10d. (Subtract MIP Refund, if appropriate)

Line 10f(1) Add Appraised Value and Closing Costs; then multiply by appropriate LTV Ratio (i.e., 97/95, 85% for cash-out refinances, etc.)

Line 10g. Mortgage (without UFMIP) Note: This may not exceed lowest of lines 10e, 10f(1) or 10f(2).