



Land Home Funding Manufactured Housing Dealer Manual

866-751-5678 Mortgage Lending FHA VA <http://www.landhomefunding.com>

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Land Home Funding Profile

Financial Expertise and Experience

Land Home Funding is a full service Mortgage Banker headquartered in Maitland, Florida. Our accomplished staff of experienced financial professionals are committed to ensuring excellence and innovation for our Dealer Network. The credibility and integrity of our team are instrumental in the success of maintaining our leadership position within the mortgage banking industry. We are dedicated to supporting our Dealer Network through innovation, responsiveness and state of the art technology, as well as offering a wide range of mortgage products, programs and services and providing our Dealer Network with efficient and timely closings.

Land Home Funding

Land Home Funding is a FNMA and FHLMC approved conduit seller, a VA Automatic Home Lender and a FHA Approved Lender with Direct Endorsement Authority. We are locally owned and operated. All decisions are made locally. The buck stops here.

Unique Products and Services

As an example of Land Home Fundings innovative services, we have carved out a niche in the industry by offering construction permanent loans for new manufactured homes, modular homes and pre-owned manufactured homes that are attractive to both the Borrower and our Dealer Network. Both parties save money and eliminate double closing costs. Our construction permanent loan closes one time in the Borrower's name and LHF provides staged funding for the delivery and setup of the manufactured home or modular home. When the construction is complete, LHF modifies the original construction loan to the permanent mortgage loan.

Mission Statement

The American Dream is owning your own home. It is our goal to help you achieve that dream.

Basic Terminology

Manufactured Homes

A manufactured unit is a structure that has been constructed on a permanent chassis off-site and then transported to its permanent site. It is designed to be used as a dwelling with a permanent foundation. LHF loan programs are designed for doublewides and larger. We **do not** provide loan programs for singlewide manufactured homes.

Modular Home

A modular home is a structure that is built in sections at a factory. The completed sections are then transported to the site and assembled per plans and specifications. The completed house is comparable to a site built house. Consequently all loan programs offered by LHF are available for modular home loans. Please refer to the Modular Home Manual and the Construction Permanent Loan Training Manual for program guidelines and construction loan procedures.

Housing and Urban Development (HUD)

The U. S. Department of Housing and Development was established to expand availability of mortgage funds for moderate-income families, including single family and multi-family housing, using government guaranteed mortgage-backed securities. The term, HUD, is used interchangeably with Federal Housing Agency (FHA).

Pre-Owned Manufactured Homes

LHF will allow a pre-owned manufactured home which is 10 years old or less to be included under the construction perm program as long as the Manufactured Home has never been removed from the original foundation.

LOAN PROGRAMS AVAILABLE

Conventional Loans

FHA Loans

VA Loans

LHF has staged funding loan programs available for manufactured homes and for modular homes.

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Construction Perm Loan Fees

Origination Fee: 1% of Loan Amount

Staged Funding Fee: 1% of Loan Amount to Land Home Funding

Construction Rate: 12.75% (if home is completed within 30 days of inception no interest will be due from borrower(s). Payments will be escrow into the LIP account for future allocation.

FLOOD CERT: \$20.00

Processing Fee: \$ 495.00

Underwriting Fee: \$250.00

Doc Prep Fee: \$250.00

Tax Service Fee \$ 81.00

CP Administration Fee: \$ 595.00

Modification Fee \$ 250.00

Courier Fee: \$ 75.00

Inspection Fees: \$75.00 each (approx 3 = \$225.00)

Engineer's Permanent Foundation Inspection Fee: from \$600.00 to \$850.00

NOTE: A CHECK FOR \$ 450.00 MUST BE SUBMITTED WITH EACH APPLICATION PACKAGE FOR AN APPRAISAL AND CREDIT REPORT. THIS FEE IS NON-REFUNDABLE.

THE INFORMATION WHICH FOLLOWS IN THIS MANUAL SPECIFICALLY PERTAINS TO MANUFACTURED HOMES

Construction Permanent Loan Program For Manufactured Homes

Benefits to the Dealer

- This program provides a new source of financing which can greatly increase sales and increase the Dealer's financial capacity.
- The loan is always in the borrower's name.
- The Dealer can have as many homes under construction as he can manage because the financial risk is spread out among several of his customers.
- This program allows closing costs and construction interest to be included in the sales contract on most programs. LHF allows down payment and closing cost assistance from acceptable sources or agencies on certain programs. This provides the opportunity to qualify more buyers who have limited cash assets or lot equity.
- Funds disbursed at the initial closing will include 100% of the balance of the lot purchase or payoff and 100% of the real estate commissions, closing costs, and any improvements already done to land up to 10% of the sales price. (Closing Time)
- Prompt payment of the Manufacturer's Invoice is made upon set up of the unit on the site. (1st Draw)
- Final disbursement is made once all improvements are completed. (2nd Draw and Final)
- Draws are funded within 48 hours of receipt of the required inspection and documentation. Please allow 5 working days to prepare the modification and final disbursement with all required documentation.
- A three-month term is allowed for construction – longer terms may be available if necessary.

Benefits to the Borrower

- Applicant and dealer attend one closing.
- LHF offers a wide variety of permanent loan programs which greatly increases the borrower's buying power.
- Equity from trade-in of an existing home is allowed as a cash investment.
- The customer may qualify for the new loan without selling or moving out of the current resident.
- During the construction period of the loan the monthly interest payments will be disbursed from LIP account establish with up to 90 days of interest in reserves. If construction takes more than 90 days the borrower/Dealer will be responsible for the interest payments
- Long-term interest rate locks, up to 90 days, are available with some programs.

Construction Permanent Loan Program For Manufactured Homes

Description

LHF's construction permanent loan program (hereafter called "construction perm program") works the same for conventional and FHA lending program

VA loans are not allowed under the construction perm program.

The construction perm allows funds to be disbursed at the initial closing for the lot purchase or payoff. The Borrower's required cash investment makes up the difference. Staged funding is provided for the delivery and setup of the manufactured home. Interest only is charged on the disbursed amounts during the construction period. After all work is completed, a clear final inspection is received, and a Certificate of Occupancy is issued, the loan is modified to the permanent mortgage loan. The land and manufactured home must be included in one mortgage or deed of trust and be classified and taxed as real property. The manufactured home must be permanently affixed to a foundation that complies with local building codes and FHA requirements, if applicable. Wheels, axles and hitches must be removed. Nonstructural skirting (must be block and concrete) must meet local building codes and FHA requirements, if applicable.

The following items are normally needed prior to the closing of the loan:

1. Boundary Survey
2. Septic Permit or Percolation Test, if applicable

Initial Disbursements at Closing

The disbursements are the same for conventional and FHA lending programs.

1. Funds for the lot purchase or payoff. The maximum disbursement for payoff of land is the appraised value of the property. The borrower(s)' required cash investment makes up the difference. **Land Home Funding will not pay off** any current liens on any existing manufactured home already on the property.
2. Any closing costs paid by the Dealer (if included in sales contract) and real estate commissions, if applicable.
3. Funds disbursed at the initial closing will include 100% the balance of the lot purchase or payoff, 100% of the real estate commission, closing costs, and impact fees (any improvements already done to land or soft cost) up to 10% of the sales price.

Construction Permanent Loan Program for Manufactured Homes – Cont'd.

First Draw – New Manufactured Homes

A draw is allowed for the Manufacturer's Invoice upon receipt of a satisfactory inspection that the unit has been delivered to the site and set up according to manufactures and /or HUD Code..

The following items must be included in the first draw request for new manufactured homes.

1. Copy of Builder's Risk/ Homeowner's Insurance Policy
2. Foundation Survey
3. Soil Poisoning Treatment Letter (If Necessary)

Final Draw – New Manufactured Homes

The balance of the funds will be disbursed upon completion of all improvements for new homes with receipt of the following items:

1. Certificate of Occupancy, Final Survey, Soil Treatment Letter if Applicable
2. FHA, Satisfactory Bacteriological Water Test for Well,- Bacterial only on Conventional
3. Final inspection must be made by FHA Compliance Inspector on all FHA Loans
4. Final Inspection with photos and re-certification of value from appraiser, Conventional
5. Loan Modification Agreement signed by borrower

Note: Advance draws to Dealers or variations to the above guidelines will be considered on an exception basis.

Final Draw – Pre-Owned Manufactured Homes

No draw is allowed for delivery of the unit to the site for pre-owned manufactured homes.

Upon completion of all improvements for pre-owned manufactured homes, the balance of the funds will be disbursed with receipt of the following:

1. Certificate of Occupancy
2. Final Survey
3. Satisfactory Bacteriological Water Test for Well, if applicable
4. Final Inspection with photos and re-certification of value from appraiser
5. Loan Modification Agreement signed by Borrower
6. Soil Poisoning Treatment Letter
7. Homeowner's Insurance Policy

FHA Benefits and Features

This program allows more opportunity to qualify borrowers than conventional lending. Some of the program highlights include the following:

- FHA is ideal for borrowers with little or no credit history and limited cash assets.
- FHA allows higher and more flexible qualifying ratios than many other programs.
- The loan amount is based on the lesser of purchase price or appraised value.
- Borrower must have 3% of acquisition cost into transaction; however, 100% of the required investment can be gift funds.
- Use of nonprofit organizations (example: Homes for All, Nehemiah, etc.) that provide down payment and closing costs assistance are allowed.
- Dealer may pay most of borrower's closing costs, including pre-pays. In addition to the 6% seller contributions, dealer may pay additional items listed on page 10.
- FHA does not require the borrower to have cash reserves.
- FHA allows the use of non-occupying co-borrowers.
- Alternative credit may be used, i.e. utility bills, phone bills, etc.
- Minor delinquent credit and medical collections in last 12 months must have acceptable explanation. Generally, all charge-offs and judgments must be paid prior to closing.
- Bankruptcy should be discharged for 24 months and have good reestablished credit.
- Temporary or permanent rate buy downs are available.
- Mortgage Insurance Premium (MIP) may be financed in the loan.
- FHA loans are assumable with qualifying.
- FHA loans can be underwritten through "automated underwriting systems" which streamlines the processing.

For detailed information on FHA, visit FHA on the internet at: www.hudclips.org

FHA Good Faith Estimate Fees

The Dealer/Manufacturer can pay up to 6% in "seller contributions." This is above any typical or customary costs the seller pays, and it may vary by area.

A. Seller's contribution can cover:

- Prepaid interest
- 1st Year's Hazard Insurance Premium
- 2 months of Hazard Insurance Escrow
- 4 months of Property Taxes
- Loan Origination Fee
- Loan Discount
- Lender's Title Policy
- Title Alta Endorsements
- Survey
- FHA Inspections
- Doc Stamps on the Mortgage
- Intangible Tax on the Deed
- Title Search
- Closing and Recording Fees
- Attorneys Fees'

B. The costs an FHA Borrower can not pay, but can be included in the Seller's contribution include:

FHA Plot Plan Requirements

PLOT PLAN

(Minimum scale of 1" = 20' 0" or 1/16" = 1' 0")

showing:

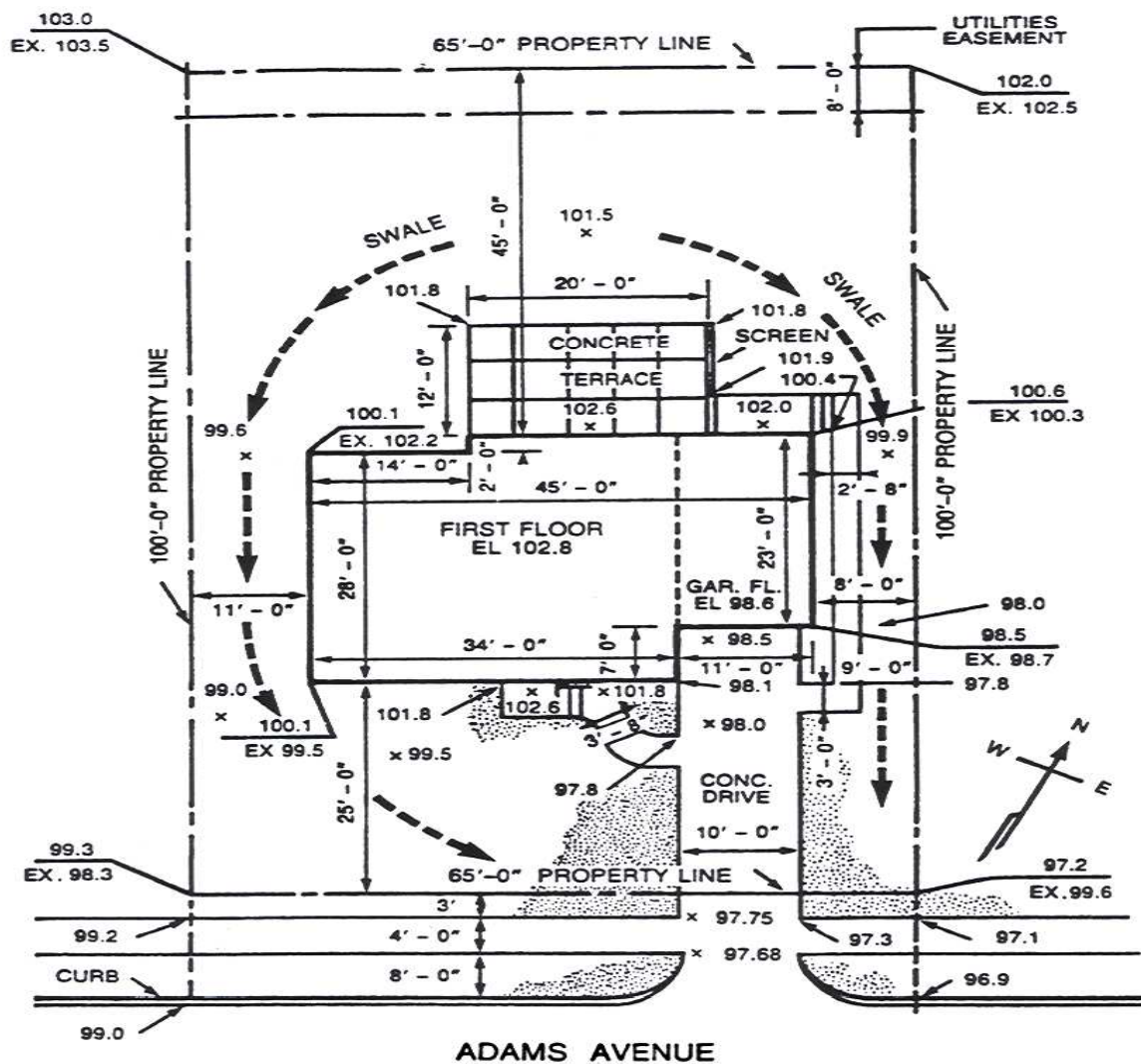
- Lot and block number
- Dimensioned length of each boundary
- North point
- Dimensions of front, back and side yards
- Location and dimensions of garage, carport and other accessory buildings, including footing drains (or other sub-drains) and their points of discharge
- Location of streets, curbs, walks, driveways, approach slabs and surfacing utilities
- Location of steps, terraces, porches, fences, trees, shrubs, retaining walls, slopes – and drainage swales, channels, pipes and related facilities
- Location and dimensions of easements and established setback requirements, if any
- Grade elevation provided at:
 - First floor of dwelling and floor of garage, carport and other accessory buildings
 - Finish curb or crown of street at points of extension of lot lines
 - Existing and finish grade elevations at each corner of the plot and each principal corner of the building
 - Finish grade elevations at the toe of any slopes or retaining walls
- Other site elevations necessary to show proper grading design and the flow routes of surface drainage, including but not limited to: heads of swales; points of change in swale gradients; at all building walls; and on proposed flatwork that might trap runoff (See Appendix 8 in Handbook 4145.1 Rev-2)
- Detailed existing and finish grade elevations are required where topography or design of the structure necessitates special grading, drainage, sub-drainage, slope stabilization or foundation design. Examples are: irregular or steeply sloping sites, filled or cut areas or multi-level structures; and,
 - Where fill depths will exceed two feet beneath dwellings (or where expansive, compressible, collapsing or organic soils will be present beneath buildings). Grading plans and specifications developed according to procedures in HUD Handbook 4140.3 (Data Sheet 79-G) must be a commitment requirement and complied with during construction. This requires pre-design site exploration and testing, and post-grading engineering compliance reports.

NOTE: Handbook 4145.1 Rev-2 and Handbook 4130.3 can be accessed on the web at www.hudclips.org under the section on Handbooks. Samples of plot plans which meet FHA requirements are in Handbook 4145.1 Rev-2 as Appendix I. **To access this web site, follow the instructions on the following page.**

Please find a copy of a perfect HUD approved plot plan. We all know that we do not live in a perfect world so I am attaching this explanation of what HUD is trying to achieve with the plot plan. Before, local building or planning officials gave little or no attention to the flow of water across a lot. If you don't think water flow is important, think Grand Canyon. That is the best example of what damage water flow is capable of causing. HUD wants the dealer or builder to look at the land, check the elevations and determine the flow of water. Improper water flow can undermine the foundation and cause settling among other problems. Look at the attached plot plan and remember to include the following information on your plot plan.

Lot dimensions of the property needs to be shown along with the setbacks. Well location and septic location need to be on the plot plan along with the distance between the well and the drain field. The home and the well and the well and the property line distances should be on the plot plan as well. If there is central water or sewer, it should be shown on the plot plan as well as the description of materials. The plot plan should show the elevations at the corners of the home and the corners of the property along with the finished floor elevation should be on the plot plan. The water flow is important. If the property is 102' at the front of the property and 100' at the back of the property, the water will run that way. FHA wants you to show how you intend to handle the water running down hill. This is usually done with a swale. The swale should be shown on the plot plan. A builder is usually more involved with the site prep that you will be as a dealer. Most builders use a survey showing a plot plan, drainage, elevations, etc. This is not an expense that I think you should have to pay and I have no problem with you hand drawing it but the above items should show on the plot plan.

Clyde Rowland



SCALE 1/16" = 1'-0"

LOT 1 BLOCK 7
CHESTNUT HILL—BRAINARD, COLUMBIA

INSTRUCTIONS TO ACCESS FHA HANDBOOK 4145.1 Rev-2

Sample Plot Plan, Appendix 1

Click on web site address below (make sure you are already logged onto the Internet).

Web Site: www.hudclips.org

Once you are at the web site, you will need to:

- 1) Click on "Library."
- 2) Click on dot in front of "Handbooks and Notices" and then click on "Search) at the end of the line.
- 3) Enter 4145.1 on the line for document number and click on "Submit."
- 4) The index will appear. Scroll down to "Appendix 1" and click on it.
- 5) Click on the statement, "Click Here To Download Appendix 1."

The sample plot plant will come up and you can print this page from the web site.

FHA FOUNDATION REQUIREMENTS

The following guidelines meet or exceed state and local guidelines and the HUD Guidelines as noted in HUD Guidebook 4930.3G and HUD Handbook 4145.1, Rev-2, Chapter 3 – Permanent Foundation Guide for Manufactured Homes. The manufacturers recommended foundation specifications may be used provided they meet or exceed these guidelines:

Check with Engineer for your specific state.

1. Design wind load pressure equal to 110 mph or 24 psf, at a height of 0' to 30', per SBCCI, latest edition.
2. Design live load: roof - 20 psf, floor - 40 psf.
3. Soil bearing capacity assumed to be 1,000 psf minimum.
4. Concrete shall be 3,000 psi at 28 days compressive strength, per ASTM C-39, and shall conform to ACI-318, with clean and well graded aggregate of 3/4" maximum size.
5. Concrete to be regular weight 140 pcf minimum.
6. All masonry mortar shall conform to ASTM C-270, Type M, with a compressive strength of 2500 psf and aggregate conforming to ASTM C-144.
7. Reinforcing bar shall be ASTM Grade A-60.
8. Tie straps shall conform to ANSIA 110.I specifications.
9. All J-Bolt connectors shall conform to 48-CDE-8 specifications by Anchor-Sure Systems or equivalent.
10. Perimeter stemwall foundations shall have a filled cell with #5 rebar from footing to dwelling frame, connected to frame, a maximum of eight feet apart.
11. Footings for all piers shall be ABS pads sized per manufacturer's weight and size chart; however, areas concerned with frost lines or very poor soil conditions must have concrete footers 24" x 24" x 6" thick with 3-#5 rebar each way embedded within footer, and the top of the footer must be buried a minimum of 6" below ground level.
12. All Tie-down anchors shall have a 16" x 20" concrete footer/collar or an engineered footing system.
13. Crawl space access must be provided to under-floor area, a minimum of 24" x 30". Snap out panels are acceptable in lieu of a hinged scuttle door.
14. Nonstructural skirting must meet or exceed FHA guidelines.
15. Installer must verify all dimensions and notify the Engineer of any discrepancies or changes.

MANUFACTURED HOME
Application to Closing Procedure Summary
(Same Procedure for Modular Home)

Step One:

Dealer faxes Pre-qualification application, credit authorization, along with in file credit report and dealers Form 500. Dealer must also show, either on Form 500, pre-qualification application, or separate cost breakdown to LHF. We will need to know the terms of the deal, closing costs paid by dealer, down payment assistance, in order to know how much home the buyer qualifies for..

Step Two:

A LHF Underwriter determines which program the Borrower qualifies for, e-mails or faxes the preliminary credit approval to the Dealer and notifies the Borrower by phone and mail.

Step Three:

A LHF Processor e-mails a Residential Loan Application to the Dealer who assists the Borrower in completing the application. The LHF Processor also furnishes the Dealer with the LHF Branch Address, name of Branch Manager, Branch phone number and Branch fax number where the completed Application Package is to be sent. The Application Package is to contain all required information on the Residential Loan Application Checklist, an executed and signed copy of the sales contract (Form 500) and an application fee of \$ 450.00 to cover the cost of the appraisal and credit report.

Step Four:

A LHF Processor promptly reviews the file. The Processor notifies the Borrower and the Dealer of any missing or incomplete documentation. LHF orders the appraisal and any necessary credit or construction loan documentation needed. The Dealer may recommend an appraiser that is state licensed and certified and FHA approved, if applicable.

Step Five:

The credit file is submitted to LHF's Underwriting Department for final review and approval. The construction loan information is submitted to Greater United's Construction Department to ensure information is complete and accurate; once the construction file is complete, an approval will be issued.

Step Six:

When all underwriting conditions of the credit file and construction loan file have been met, the loan is assigned to LHF's Closing Department. When the closing date is confirmed, the Closing Department prepares the closing documents and works diligently with the closing agents to facilitate the transaction. The closing takes place, initial disbursements are made, and staged funding is provided for the delivery and setup of the manufactured home.

Step Seven:

When construction is complete and a clear final inspection and Certificate of Occupancy are issued, the loan is modified to permanent mortgage loan.

Manufactured Homes

Construction Permanent Loan Checklist

The following represents commonly overlooked items or frequently asked questions.

1. Copy of Completed Sales Contract (Form 500) with all addendum's. Must be signed and dated by Borrower and Dealer. If Dealer is selling the land, include on sales contract; if not, do not include on sales contract.
2. Land purchase contract if being purchased from another party. If Borrower has title to land (whether mortgaged or free and clear), a copy of the deed and HUD Settlement Statement is required for verification.
3. Addendum to Contract for Manufactured Homes
4. Are the following items covered in the Dealer's Sales Contract? Indicate yes, no or not applicable. Provide executed contracts from subcontractors for any work Dealer is not responsible for directly.

- A. Grading () Yes () No () NA
- B. Foundation () Yes () No () NA
- C. Delivery and Setup () Yes () No () NA
- D. Well or Water Lines and Hookup () Yes () No () NA
- E. Septic System () Yes () No () NA
- F. Power/Electric Hookups () Yes () No () NA
- G. A/C and Hookup () Yes () No () NA
- H. Skirting () Yes () No () NA
- I. Decks and Porches () Yes () No () NA
- J. Gutters () Yes () No () NA
- K. Walkways () Yes () No () NA
- L. Landscaping () Yes () No () NA
- M. Permits and Inspections () Yes () No

5. If the Borrower has given the Dealer a deposit prior to the loan submission, is there verification in the file? Does this deposit match the amount shown on the contract as having been paid? () Yes () No

6. Copy of Manufacturers Invoice. Note: No furniture can be included or financed with any loan program. Appliances are considered a part of the home.

7. Copy of Septic Permit, if applicable.

8. Description of Materials (FHA) or Standard Feature Sheet signed by Dealer and Borrower.

9. Floor plan of the Manufactured Home. Can be brochure type and does not have to be drawn to scale as long as actual dimensions of the front and side and square feet of the home is shown.

10. Boundary Survey (Conventional Loans Only).

For FHA Loans:

11. Heat Loss Calculations from Manufacturer. Submit insulation details when calculations are required. The fee inspector must verify the Uo Value on each Manufactured Home Data Plate.
12. Plot plan of land to include information on individual water supply and sewage disposal system if applicable. Minimum distance requirements apply: well to foundation: minimum 25'; well to septic: minimum 50'; well to drainfield: minimum 100'; well to lot line: minimum 10'. FHA Well and/or Septic Distance Acknowledgement to be signed by Builder/Dealer
13. Foundation and Perimeter Enclosure Plans - Must identify type of foundation and skirting.
14. Appendix F - Foundation Design Worksheet. One of the following methods to be used:
 - A. Engineer develops their own system per guide requirements and signs and seals plans and calculations with copy of their license. Appendix F does not need to be completed if this method is used **OR**
 - B. Engineer selects one of the guide concepts and submits Appendix F plus Engineer's Certification with copy of license. Must reference that subject property meets criteria in HUD Permanent Foundation Guide for Manufactured Homes. (per HUD Handbook 4930.3).
15. Builders Certification (HUD Form 92451, dated 4/01).

FHA WELL AND/OR SEPTIC DISTANCE
ACKNOWLEDGMENT

The undersigned Builder hereby acknowledges the following minimum distance requirements per HUD guidelines recorded in the Code of Federal Regulations.

The undersigned further understands that HUD's minimum requirements overrule local jurisdictions requirements and must be adhered to:

- Well to foundation: Minimum 25 feet
- Well to septic tank: Minimum 100 feet
- Well to drain-field Minimum 100 feet
- Well to lot line: Minimum 10 feet

*** *The well cannot be located in an easement* ***

NOTE: THERE ARE NO EXCEPTIONS TO THESE DISTANCE REQUIREMENTS!

If you feel that you will be unable to meet these distance requirements, the loan is not eligible for FHA financing and cannot close.

"I hereby certify that the lot size and the location of the house on the lot will allow for the above minimum distance requirements to be met. Further, I will provide the Lender with a final survey reflecting the exact distances of the well and/or septic which meet the distance requirements noted above prior to closing on an FHA end loan, or prior to modification of an FHA Construction Perm loan." Builder/Dealer Date

Land Home Funding

ADDENDUM TO CONTRACT FOR MANUFACTURED/MODULAR HOME

Borrower(s)

Property Address:

Dealer agrees to pay for the following costs for the Borrower

- All Borrower's Closing Costs up to \$
- Title Insurance \$
- Administration Fee - \$
- Tax Service Fee - \$81 \$
- Construction Loan Fee (Staged Funding- 1% of Loan Amount \$
- Inspection Fees - \$ 650 Estimate \$
- Origination Fee - 1% of Loan Amount \$
- Contribution for Down Payment Assistance Program \$ _____
- Program Homes for all \$500.00
- Processing Fee - \$495.00 \$
- Construction Admin \$595.00
- Courier Fee - \$75.00
- Other \$
- Underwriting Fee - \$250.00
- Modification Fee \$250.00
- Courier Fee - \$75.00 \$
- Doc Prep Fee \$250.00

TOTAL \$

Important Information

- An advance to Dealer for startup fees.
- No advance to Dealer at closing.
- Draw checks to be made payable to Dealer only with final to Dealer and Borrower.
- All draw checks made payable to Dealer and Borrower.
- LHF's Standard Draw Schedule to be used.
- Special Draw Schedule approved by Land Home Funding to be used.
- Dealer agrees to pay interest during construction.
- Borrower agrees to pay interest during construction.

NOTE: For FHA financing, the Borrower is not allowed to pay the Tax Service Fee

ALL INSPECTIONS STAGE-FUNDED OR FHA AND CONVENTIONAL LOANS.
 END LOANS- MUST BE PROVIDED BY AN FHA APPROVED FEE INSPECTOR.
 SOME INSPECTORS IN REMOTE AREAS MAYBE NOT BE UP ON THE LATEST-THE SETUP GUIDELINES IF YOU HAVE A
 PROBLEM HAVE THEM CALL CP DEPT WE ARE LENDING IN THE FOLLOWING STATES - FL - GA - AL -TN AND MS
 RE: ALL MANUFACTURED HOMES - FHA LOANS - CONVENTIONAL LOANS STAGE-FUNDED AND/OR END LOANS.

1) **STRUCTURAL INSPECTION** - (Pier Inspection)- CHECK ALL PIERS TO MATCH THE LAYOUT THAT'S PERMITTED IN THAT COUNTY-PHOTOS OF ALL LONGITUDE & LATITUDE, PIERS AND CLOSE-UPS OF BEARING PIERS - CHECK ANCHORS AND TENTION ON STRAPPING AS TO HUD REQUIRED ENGINEERING ON EACH HOME YOU FUNDCHECK

ID AND/OR SERIAL NUMBERS OF ACTUAL HOME TO DEALER INVOICE-**SITE-IMPROVEMENT INSPECTION**-AT THIS POINT WE CHECK WELL-SEPTIC-POWER POLE- AND ANY ADDITIONAL CONTRACTUAL IMPROVEMENTS THAT REQUIRE STAGE FUNDING

PROVIDE A FAXED COPY OF THE FIELD REPORT AND A COPY OF THE SIGNED/SEALED ENGINEERING COMPLIANCE FOR HUD TO OFFICE ORIGINAL COPY TO BE MAILED TO OFFICE ASAP.-Time: within 48hrs from faxed request. (INSPECTOR AND ENGINEERING SERVICES PAID BY LHF) WE CALL TO RELEASE THE DEALER TO GO AHEAD WITH SKIRTING AND COMPLETION.

2) **FHA-FINAL** - (Compliance final) - UPON COMPLETION OF HOME AND POWER ON-GRADING COMPLETE, STAIRS ON HOME AND WHEELS REMOVED FROM SITE - WE SCHEDULE THE FHA INSPECTOR FOR FINAL AND FAX COPY OF APPROVAL TO OFFICE-ORIGINAL AND FINAL PHOTOS TO MAILED ASAP. Time: 1-3 days average - (FHA INSPECTOR PAID BY LHF.)

NOTE: FEE DOES NOT INCLUDE ANY RE-INSPECTIONS DUE TO FAILURE BY DEALERS PERFORMANCE. IN SUCH CASES THE OFFICE WILL BE NOTIFIED AND A MINIMUM AMOUNT FOR RE-INSPECTION GIVEN THEN. THE AVERAGE IS \$100.00 PER RE-INSPECT- HOWEVER, (We call the dealers prior to any of my inspectors going out, to see if they are ready, to avoid re-inspection fees).

NOTE: ALL ITEMS NEEDED FOR ALL THE ABOVE WORK WILL BE DONE BY OUR COMPANY FROM OUR LHF FILES AND FROM THE DEALERS DIRECTLY.YOU WILL NOT HAVE TO MAKE ANY OF THESE CALLS. YOUR DEALERS WILL ONLY MAKE ONE CALL WHEN THEY REQUEST STAGE FUNDING. AND REMEMBER ALL STAGE INSPECTIONS AND ENGINEERING AND FHA INSPECTORS ARE PAID BY LHF AND INCLUDED IN THE TOTAL INSPECTION FEES.

Land Home Funding is a division of Home Team Equity, LLC
5084 Commercial Way Spring Hill, FL 34606
352-684-3000 Fax 352-688-8001
www.landhomefunding.com email clyde@callclyde.com

