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FORMS REQUIRED BY HANDBOOK

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FHA-2205-A	Mortgagor's Certificate of Actual Cost
FHA-2283	Financial Requirements for Closing
FHA-2331B	Cost Certification Worksheet
FHA-2415	Request For Permission To Commence Construction Prior To Initial Endorsement
FHA-2433	Mortgagor's Certificate
FHA-2446	Escrow Agreement for Off-Site Facilities

FHA-2447	Property Insurance Requirements
FHA-2452	Performance Bond - Dual Obligee
FHA-2453	Commitment to Insure Upon Completion
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FHA-2453-NH	Commitment to Insure Upon Completion (Section 232)
FHA-2455	Request for Endorsement Instrument, Certificate of Mortgagee, Mortgagor, and General Contractor
FHA-2456	Escrow Deposit Agreement

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FHA-2476	Agreement to Furnish Additional Funds
FHA-2477	Bond Guaranteeing Sponsors' Performance
FHA-2479	Off-Site Bond
FHA-2485	Permission to Occupy - Project Mortgages
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HUD-2328	Contractor's and/or Mortgagor's Cost Breakdown
HUD-2434	Mortgagee's Certificate
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HUD-58047	Default Report
HUD-92264	Rental Housing Project Income Analysis and Appraisal

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HUD-92330	Mortgagor's Certificate of Actual Cost
HUD-92330A	Contractor's Certificate of Actual Cost
HUD-92330A(LI)	Contractor's Certificate of Actual Cost - Land Improvement
HUD-92331	Summary of Cost Certification Review
HUD-92403	Application for Insurance of Advance of Mortgage Proceeds
HUD-92426	Multifamily Default Status Report
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HUD-92450	Completion Assurance Agreement
HUD-92451	Financial Record of Mortgage Loan Transaction
HUD-92452-A	Payment Bond/Dual obligee
HUD-92457	Survey Instructions and Certificate
HUD-92458	Rental Schedule and Information on Rental Project
HUD-92464	Request for Approval of Advance of Escrow Funds
HUD-92476-1	Escrow Agreement For Unpaid Construction Costs
HUD-92476-A	Escrow Agreement - Additional Contribution by Sponsors

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Form No.	Form Name
HUD-9832	Management Agent Profile
HUD-9839	Certificate of Management Agent
WH-1321	Wage Notice to All Employees

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FOREWORD

This handbook is addressed to the Director of Housing Development (DHD), except as noted. It provides instructions for discharging the DHD's construction and cost certification stage responsibilities. The handbook also provides guidance for the Field Office Manager and other HUD staff with multifamily insured mortgage project responsibilities during the period.

The DHD in this handbook is the organizational position in

each Regional Office and Category A and B Field Office to which the Regulations, 24 CFR Part 200, Subpart D, and current administrative notices delegate the responsibilities of Chief Underwriter and/or Director of Housing Development.

Chapters of this handbook applicable to the various types of projects are as follows:

1. Insured Advances Projects - Chapter 1 and Chapter 4 through Chapter 6.
2. Insurance Upon Completion Projects, except Section 223(f) - Chapter 2 and Chapter 4 through Chapter 6.
3. Section 223(f) Projects - Chapters 3, 5 and 6.

The intent of this handbook is to promote prompt competent Field Office actions during the project development period most susceptible to problems and defaults.

Statutory and Regulatory provisions may not be waived. Where warranted, however, Headquarters will consider waiving a handbook provision subject to the request being fully supported and the Regional Office agreeing to the requested waiver.

Direct suggested amendments or additions to this handbook to the Director, Policies and Procedures Division, HMIP.

References:

- (1) 1344.1 REV-1 Federal Labor Standards Compliance in Housing and Community Development Programs
- (2) IG 2000.4 Consolidated Audit Guide for Audits of HUD Programs
- (3) 4410.1 REV-1 Project Fiscal Procedures
- (4) 4425.1 Application For Firm Commitment Through Issuance of Firm Commitment For Project Mortgage Insurance

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- (5) 4430.1 REV-1 Initial Closing For Project Mortgages
  - (6) 4440.1 Final Closing Commitment For Project Mortgage Insurance
  - (7) 4445.1 Underwriting Technical Direction For Project Mortgage Insurance

- (8) 4450.1 REV-1 Cost Estimation For Project Mortgage Insurance
- (9) 4460.1 REV-1 Architectural Analysis and Inspections For Project Mortgage Insurance
- (10) 4465.1 REV-2 The Valuation Analysis Handbook For Project Mortgage Insurance
- (11) 4470.1 REV-2 Project Mortgage Analysis For Project Mortgage Insurance
- (12) 4470.2 REV-1 Cost Certification Guide For Mortgagors And Contractors Of HUD-Insured Multifamily Projects
- (13) 4480.1 Multifamily Underwriting Reports and Forms Catalog
- (14) 4500.1 REV-2 Allowances for Making Nonprofit Projects Operational (AMPO) and Use of Housing Consultants
- (15) 4565.1 Mortgage Insurance for the Purchase or Refinancing of Existing Multifamily Housing Projects Section 223(f)