

UHM Manufactured Home Checklist

- Borrower credit score Conv (Fannie/Freddie) >=640 max LTV 90%
- Borrower credit score FHA, VA, USDA: >620
- Multi-width, No single-width units permitted
- MH can never have been moved. The only time is when it is coming from the dealer to the lot.
- Built on a Permanent Chassis according to HUD Codes
- Minimum of at least twelve (12) feet wide with at least six hundred (600) square feet of gross living area. Still must be multi-width.
- Year built on or after June 15, 1976
- Structural modifications to an existing MH must be approved by a licensed engineer or the local, state, or federal authority.
- SFD legally classified as real property
- Owner occupied or second home (NO INVESTMENTS)
- Appraisal Report -FNMA Form 1104C or FHLMC 70B
- Full appraisal is required on Streamline Refinance
- Proof the title is surrendered. (must be approved by Colleen Lynch before loan can close.)
- Structural cert if applicable (see below)
- Pictures of HUD data plates and paper data certification (see below)

HUD METAL TAGS & PAPER DATA CERT (We are following agency guidelines on these)

* **Fannie & Freddie- Appraisal** must have pictures of both metal HUD tags and the paper data cert. If any are missing you need to order an IBTS report with HVCC. (If metal tags are missing you would order a Label Verification Letter \$100.00.) (If the paper cert was missing you would order the Data Plate/Performance Verification Certificate \$125.00)

* **FHA & VA-** The appraisal must have one of the 3 items (2-hud metal tags and the paper data cert). As long as you have a picture of 1 of the 3 identifying items then you do not need to order and IBTS you just need to make sure the appraiser comments which one is missing. If all 3 are missing contact Colleen Lynch asap as there may be an issue.

STRUCTURAL CERTIFICATIONS (We are following agency guidelines)

* **VA:** Does not require a structural cert UNLESS there have been any modifications to the home such as: decks, porches, additions, overhangs, ect.

* **Freddie:** Freddie Mac *Single-Family Seller/Service Guide Chapter H33 As of 12/18/15 Page H33-4*

■ The Mortgaged Premises must conform to all applicable use restrictions and must be zoned for residential use, and not commercial or business uses

- The square footage and room dimensions must be acceptable to typical purchasers in the market area
- The Manufactured Home must be permanently affixed to the permanent foundation, in compliance with the HUD Codes.

If the installation was prior to October 20, 2008, the foundation must be designed for the site conditions, home design features, and the loads the home was designed to withstand in accordance with the manufacturer's instructions or a design by a licensed (registered) professional engineer. The foundation must meet all applicable local, State or federal codes. Any structural modifications to an existing Manufactured Home must be approved by a licensed professional engineer or the local, State or federal authority

- Any improvements, modifications or repairs that affect the safety, soundness or habitability of the Manufactured Home must be completed prior to the sale of the Mortgage to Freddie Mac

* **FANNIE:** Manufactured homes that have an addition or have had a structural modification are eligible under certain conditions. If the state in which the property is located requires inspection by a state agency to approve modifications to the property, then the lender is required to confirm that the property has met the requirement. However, if the state does not have this requirement, then the property must be inspected by a licensed professional engineer who can certify that the addition or structural changes were completed in accordance with the HUD Manufactured

* **FHA: What are the permanent foundation requirements for Manufactured Housing?**

The foundation requirements for a manufactured home can be found in the Permanent Foundations Guide for Manufactured Housing (PFGMH).

*The lender must obtain a certification by an engineer or architect, who is licensed/registered in the state where the manufactured home is located, attesting to compliance with the PFGMH.

*The lender may obtain a copy of the foundation certification from a previous FHA-insured mortgage, showing that the foundation met the guidelines published in the PFGMH that were in effect at the time of certification, provided there are no alterations and/or observable damage to the foundation since the original certification.

*If the appraiser notes additions or alterations to the manufactured housing unit, the lender must ensure the addition was addressed in the foundation certification. If the additions or alterations were not addressed, the lender must obtain:

- an inspection by the state administrative agency that inspects manufactured housing for compliance; or
- certification of the structural integrity from a licensed structural engineer if the state does not employ inspectors.

***For New Construction**, the space beneath the house must be enclosed by a continuous foundation type construction designed to resist all forces to which it is subject without transmitting forces to the building superstructure. The enclosure must be adequately secured to the perimeter of the house and be constructed of materials that conform, accordingly, to HUD MPS (such as concrete, masonry or treated wood) and the PFGMH for foundations.

*For Existing Construction, if the perimeter enclosure is non-load-bearing skirting comprised of lightweight material, the entire surface area of the skirting must be permanently attached to backing made of concrete, masonry, treated wood or a product with similar strength and durability.

For more information see Handbook 4000.1 II.A.1.b.iv.(B)(5)(c)(ii) and II.D.5.c.available at https://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/handbooks/hsgb

REMINDERS:

** Get title surrender as early in the transaction as possible so there are no delays.

** UHM will NOT close a loan without proof the title is surrendered unless a new construction.

** Cash out refinances check the guidelines with the agencies. There are requirements on LTV and how long the borrower has to own the home before they can do cash out refi.