



Smart Solution Bulletin #4

August 26, 2016

To: All Smart Solution Participating Lenders

From: Betty Temple, Sr. Vice President of Program Operations

Subject: Removing RD Program Restriction & Addition of a Notification of Change Form
SS Delegated Examiner Nomination Form & Income Calculation Worksheet
Revisions

There was a misstatement found on page 5 of the program manual restricting the RD program from being used with the Smart Solution Program. MHC does allow the RD Guaranteed Loan within this program so the statement has been removed from the manual. The revised manual has been posted to our website under Lender Resources – Smart Solution Lender Resources.

MHC has included a new form called the Notification of Change Form. This form must be uploaded as a miscellaneous document as written notice of changing loan information such as a loan amount increase or decrease or a change in the property address or to notify MHC if a loan is being canceled.

MHC will now require when a SS Delegated Examiner Nomination is made, the nominated examiner will be required to sign the form and MHC will be going back to current approved DE examiners to have them execute the new form.

MHC has revised who executes the SS Income Calculation Worksheet. Previously, anyone within the lenders organization could sign off on the form but now MHC will require the actual lenders underwriter execute the form. All of the revised forms mentioned in this bulletin can now be found under the Print Documents link.

If you should have any questions, please feel free to contact me at Betty.Temple@mshc.com.