

United Guaranty Residential Insurance Company
P. O. Box 21367
Greensboro, NC 27420-1367
Phone: 888.822.5584 (select Option 1)
Fax: 800.365.8109

Use this form for non-delinquent and delinquent loans.

Email the completed form as follows:

Delinquent loans: workout@ugcorp.com

Non-delinquent loans: loanmods@ugcorp.com

Modification Request Type – Box 1

Refi with Cert Mod (Includes HARP Loans) Loan Mod (Distressed Borrower) Loan Mod (Traditional)

Lender Identification #	Existing UGC Certificate #	Servicer/Insured Existing Loan #	Servicer/Insured New Loan #

Same Servicer:  If "Same Servicer," complete Boxes (1–4).

New Servicer:

- **Waiver Confirmed:** If "New Servicer," submit United Guaranty's Third Party Authorization or a borrower-signed 1003, and Complete Boxes (1–4).
- **No Waiver:** Complete Boxes (1–4) and obtain and provide a signed United Guaranty Third Party Authorization or a borrower-signed 1003 and an Agreement to Release Form (available on the Forms page of www.ugcorp.com). After the signed authorization or 1003 is received, we require a full credit package, including:
 - 1003, 1008 or AUS Findings
 - Credit Report
 - Verification of Income
 - Verification of Assets
 - Appraisal/HVE/PIW
 (Please provide all credit package elements prior to submitting this completed document).

Same/New Servicer/Insured Name: _____

Same/New Servicer/Insured Address: (Include City, State, and ZIP Code) _____

Investor Name: Fannie Mae Freddie Mac Other _____

Who is this loan being sold to? _____

Borrower Name(s) (Include First, Last, and Middle Initial): _____

Subject property address: _____

Modification Information – Box 2

Initial Request Revised Request Final Request

Loan Application Date? _____

Modification Effective Date / New Loan Closing Date (Required upon final request): _____

First- or Second- Lien Modification? _____ Will a New Note be Executed? Yes No First Payment Due Date: _____

Existing Loan Payment Information:

For loans with changing payments, enter the P&I or interest-only payment made the most frequently during the last 12 months, or since the Note date of the Mortgage being refinanced if less than 12 months. \$ _____

Currently Due For: _____

Currently more than 30 days delinquent? Yes No

Any 60+ day late payments in last 12 months? Yes No

Any 30 day late payments in the last 12 months? Yes No How many? _____ 1–6 months 7–12 months

Borrower's representative FICO _____ Co-Borrower's representative FICO _____

Costs/Value/Occupancy – Box 3

If a new loan, what is the amount of estimated closing costs, financing costs, and prepaid items financed in the new loan amount? \$ _____ (If, HARP loan, please provide 1003 listing details of transaction)

Estimated cash back to the borrower (may not exceed \$250): \$ _____

New Appraised Value: \$ _____

Occupancy Type (for the new loan): _____ (Primary, Second Home, or Investor)

Terms – Box 4**Existing Terms: New Terms:**

Payoff amount : (Including Accrued Interest)	\$ _____	
New loan amount:		\$ _____
Interest Rate:	_____ %	_____ %
P&I Only (or IO payment if applicable):	\$ _____	\$ _____
Debt-to-Income Ratio:		_____ %
Remaining Term:	_____ (mos.)	_____ (mos.)
Fixed-Rate/Fixed-Payment:	<input type="checkbox"/>	<input type="checkbox"/>
ARM:	<input type="checkbox"/>	<input type="checkbox"/>
w/Potential Neg. Am.	<input type="checkbox"/>	Ineligible
Interest-Only:	<input type="checkbox"/>	<input type="checkbox"/>
Interest-Only Term: (if applicable)		_____
Coverage Percentage: (May not increase)	_____ %	_____ %

If the current coverage is BPMI/LPMI monthly, you may request to alter the type of MI. (However, it is restricted to alter from BPMI monthly to LPMI monthly and vice versa.)

Please check box only if requesting a change: LPMI Monthly BPMI Monthly

Complete this information if the new loan type is an ARM or other non-fixed payment loan.

Index Name _____
 Margin _____
 Mos. to First Interest Rate Adj. _____
 Mos. Interest Rate Adj. After First Adj. _____
 First Rate Adj. Cap _____
 Interest Rate Cap Per Adj. _____
 Max. Interest Cap (Life Cap) _____
 LTV _____

Complete if a second-lien modification.

Increase in credit line?
 Yes No

Distressed Borrower Loan Modification Only

(Please send these executed modification requests/documents to workout@ugcorp.com)

Capitalized Amount: \$ _____
 Borrower Contribution: \$ _____
 Principal Forbearance Amount: \$ _____
 Is there a known financial hardship? Yes No
 If "yes," explain: _____

Step-Rate:
 (Complete the information below if checked for "new terms")
 No. of Years _____ Year 3 Rate _____ %
 Year 1 Rate _____ % Year 4 Rate _____ %
 Year 2 Rate _____ % Year 5 Rate _____ %

Servicer Representative Information:

The undersigned represents and certifies that the above information is correct and complete, and acknowledges that continuation of mortgage insurance coverage by United Guaranty is provided in reliance upon the representations noted above.

Authorized Representative Name: _____ Title: _____ Date: _____
 Phone # _____ (including area code) Email Address: _____ Fax #: _____

MODIFICATION REQUEST FORM FIELD DEFINITIONS

1. **Refi with Cert Mod (Includes HARP Loans)** – Check this box when the certificate modification request is for a refinance loan of an existing United Guaranty (“UGC”) insured loan that meets UGC’s Refinance with Certificate Modification program, including Fannie Mae’s Refi Plus and DU Refi Plus and Freddie Mac’s Relief Refinance programs.
2. **Loan Mod (Distressed Borrower)** – Check this box when the certificate modification request is for a loan modification under the Home Affordable Modification program (HAMP) or a loan modification for any borrower in default or at imminent risk of default because of a financial hardship.
3. **Loan Mod (Traditional)** – Check this box when the certificate modification request is a result of the lender modifying the existing note and is not refinancing the borrower into a new loan **and** when the modification is not a HAMP loan or when the borrower is not in default or at imminent risk of default.
4. **Lender Identification #** – Enter the lender’s Master Policy number.
5. **Existing UGC Certificate #** – Enter the certificate number for the existing loan. This certificate number will remain the same for the new refinance loan.
6. **Servicer/Insured Existing Loan #** – Enter the loan number assigned by the servicer of the existing loan.
7. **Servicer/Insured New Loan #** – Enter the loan number assigned by the servicer/insured of the new loan.
8. **Same Servicer** – Check this box if you are the servicer of the original loan prior to modification
9. **New Servicer** – Check this box if you are a different servicer than that of the original loan prior to modification
10. **Waiver Confirmed** – Check this box if United Guaranty has confirmed the certificate listed has reps and warrants waived on the original loan after modified loan is closed.
11. **No Waiver** - Check this box if United Guaranty has confirmed the certificate listed has retained it reps and warrants until a full-file underwrite is completed.
12. **Servicer/Insured Name** – Enter the name of the lender requesting the certificate modification.
13. **Servicer/Insured Address: (Include City, State, and ZIP Code)** – Enter the address of the lender requesting the certificate modification.
14. **Investor Name** – Check the appropriate box if Fannie Mae or Freddie Mac is the investor. If the investor is someone other than Fannie Mae or Freddie Mac, enter the investor’s name in “Other” field. If the loan is a portfolio loan, type “Portfolio” in the “Other” field.
15. **Borrower Name(s): (Include First, Last, and Middle Initial)** – Enter the borrower’s name(s). Must be the same as the existing loan except for due to death or divorce.
16. **Property Address: (Include City, State, and ZIP Code)** – Enter the property address for the new loan. Should be the same as on the existing loan.
17. **Initial Request** – Check this box if this is the initial request for the modification of this loan and the closing date for the loan has not been determined and/or terms of the loan are not final. The “Modification Effective Date/New Loan Closing Date” field **is not** required to be completed at this time. A Certificate Change Endorsement will be issued with “Pended Mod” as the effective date. The endorsement will be subject to the lender notifying UG of the final closing date and, if applicable, any changes to the new loan terms originally reported. A “Final” request will be required when the loan closing date is known.
18. **Revised Request** – Check this box if this is a revision to the initial request for the modification of this loan **and** the closing date for the loan has not been determined and/or the terms of the loan are not final. The “Modification Effective Date/New Loan Closing Date” field **is not** required to be completed at this time. A Certificate Change Endorsement will be issued with “Pended Mod” as the effective date. The endorsement will be subject to the lender notifying United Guaranty of the final closing date and, if applicable, any changes to the new loan terms originally reported. A “Final” modification request will be required when the loan closing date is known.
19. **Final Request** – Check this box if this is the final request for the modification of this loan. The actual closing date must be known and the terms of the loan are now final. The “Modification Effective Date/New Loan Closing Date” field **is** required. A Certificate Change Endorsement will be issued with the “Effective Date” completed and with no conditions.
20. **Loan Application Date** – Enter the date of the initial loan application
21. **Modification Effective Date/New Loan Closing Date** – Enter the modification effective date. For a Refi with Cert Mod (Includes HARP Loans) loan, this will be the closing date of the new rate/term refinance. It is not required until the “Final Modification” request is sent.

22. **First or Second Lien Modification?** – Indicate if the certificate modification request is for a first or second lien mortgage. Second lien mortgages are not allowed under the Refi with Cert Mod (Includes HARP Loans).
23. **Will a New Note be Executed?** – Indicate whether a new note will be executed for the transaction. If the answer is “Yes,” the loan must be a Refi with Cert Mod (Includes HARP Loans). If the answer is “No,” the loan must be either a Loan Mod (HAMP or Distressed Borrower) loan or a Loan Mod (Traditional) loan.
24. **First Payment Due Date** – Enter the first due date of the new PITI payment.
25. **Qualifying Payment** – Indicate if the P&I payment of the existing loan has been made for the last seven consecutive months or the life of loan if shorter. If this is not the case, the lowest P&I payment or interest-only payment made in the last 12 months must be used as the existing P&I payment (at #28 below) in order to calculate the payment increase percentage.
26. **Currently Due For** – Indicate the next payment due date for the existing loan. If the loan is currently delinquent, this could be a date in the past. The loan should be referred to the lender’s loss mitigation department.
27. **Currently more than 30 days delinquent?** – Indicate if the existing loan is currently more than 30 days delinquent. If “Yes,” the loan should be referred to the lender’s loss mitigation department. The loan is not eligible for Refi with Cert Mod (Includes HARP Loans) or Loan Mod (Traditional).
28. **Any 60+ day late payments in last 12 months?** – Indicate if the existing loan has had any 60+ day late payments in the last 12 months. If “Yes,” the loan is not eligible for Refi with Cert Mod (Includes HARP Loans).
29. **Any 30 day late payments in the last 12 months?** – Indicate if there have been any 30+ day late payments in the last 12 months, and if so, how many. If the borrower’s P&I payment is increasing and there are any 30 day late payments, **or** if the borrower’s P&I payment is remaining the same or decreasing and there is more than one 30 day late payment in the last 12 months, the loan is **not** eligible for Refi with Cert Mod (Includes HARP Loans). The loan should be referred to the lenders loss mitigation department.
30. **Borrower’s representative FICO** – FICO score used to qualify the Borrower.
31. **Co-Borrower’s representative FICO** – FICO score used to qualify the Co-Borrower.
32. **Estimated Closing Costs, Financing Costs, and Prepaid Items** – For Refi with Cert Mod (Includes HARP Loans), enter the estimated closing costs, financing costs, and prepaid items financed into the loan amount. This may not exceed the lesser of 4% of the loan amount or \$5,000 for FHLMC. For FNMA, allows the new refinance loan amount to include financing of reasonable and customary closing costs, prepaid items, and points. (For HARP loans, the lender may submit a 1003 that provides the details of transaction to ensure compliance with GSE guidelines.)
33. **Estimated Cash Back to Borrower** – For Refi with Cert Mod (Includes HARP Loans), enter the estimated cash back to the borrower. May not exceed \$250.
34. **New Appraised Value** – For Refi with Cert Mod (Includes HARP Loans) and Loan Mod (Traditional) loans, enter the appraised value determined for the new loan or loan modification.
35. **Occupancy Type (New Loan)** – Enter the occupancy status for the property at the time of the new loan or loan modification. For Refi with Cert Mod (Includes HARP Loans), if the occupancy changed, it may not have increased the risk on the loan (e.g., Primary to Investment).
36. **Payoff (Including accrued interest)**– For Loan Mod (HAMP or Distressed Borrower) or Loan Mod (Traditional) requests, enter the balance of the existing loan and the new loan amount. For Refi with Cert Mod (Includes HARP Loans) requests, under “Existing Terms” enter the payoff of the existing loan including the unpaid principal balance and accrued interest through the payoff date (do not subtract the balance of escrow funds from this calculation even if escrow funds are being subtracted from the balance when calculating the payoff for the borrower). Enter the new loan amount under the “New Terms.” The loan amount should not exceed the sum of the following:
 - Payoff of the existing loan, including the unpaid principal balance and accrued interest through the payoff date.
 - The estimated closing costs, financing costs, and prepaid items financed in the new loan amount (may not exceed the lesser of 4% of the loan amount or \$5,000 for FHLMC, For FNMA, allows the new refinance loan amount to include financing of reasonable and customary closing costs, prepaid items, and points).
 - The estimated cash back to the borrower (may not exceed \$250).

If any of the estimated amounts change, the lender must notify United Guaranty to determine whether the loan remains eligible.
37. **Interest Rate** – Enter the interest rate for the existing loan and the new interest rate.
38. **P&I Only (or IO Payment if Applicable)** – Enter the P&I payment for the existing loan and the P&I payment for the new loan. If the P&I payment increases more than 20%, income and employment must be documented and the DTI may not exceed 55%.

39. **Debt-to-Income Ratio** – Enter the debt-to-income ratio for the new loan.
40. **Remaining Term** – Enter the remaining term in months for the existing loan and the new loan amortization term.
41. **Fixed-Rate/Fixed-Payment** – Indicate if either the existing loan or the new loan is a fixed-rate/fixed-payment loan.
42. **ARM** – Indicate if either the existing loan or the new loan is an ARM.
43. **w/Potential Neg. Am.** – Indicate if the existing loan is a potential negative amortization loan. The new loan may not be a potential negative amortization loan.
44. **Interest-Only** – For Refi with Cert Mod (Includes HARP Loans) indicate if either the existing loan or the new loan has an interest-only feature. For the new loan to have an interest-only feature, it must be a 30-year fixed-rate loan with a 10-year interest-only term (see Refinance with Certificate Modification program eligibility for additional requirements for interest-only loans). Interest-only loans are ineligible for Loan Mod (Traditional) loans.
45. **Interest-Only Term** – Enter the interest-only term of the new loan (must be 10 years For Refi with Cert Mod [Includes HARP Loans] per eligibility requirements).
46. **Coverage Percentage** – Enter the insurance coverage percentage for the existing loan and the coverage percentage request for new loan. The coverage percentage may not increase.
47. **Complete ARM Information** – If the loan is an ARM, complete all information.
48. **Capitalized Amount** – For Loan Mod (Distressed Borrower), enter the amount of capitalized items (interest due, late payment fees, etc.).
49. **Borrower Contribution** – For Loan Mod (Distressed Borrower), enter the amount the borrower contributes to the transaction.
50. **Principal Forbearance Amount** – For Loan Mod (Distressed Borrower), enter the amount of principal forbearance.
51. **Is there a known financial hardship?** – For Loan Mod (Distressed Borrower), indicate if the borrower has a known financial hardship.
52. **Step-Rate** – For Loan Mod (distressed borrower), indicate if the loan is a Step Loan and the interest rate for each year.
53. **Servicer Representative Information** – Complete all contact information of the lender's authorized representative.