

# Request for Waiver of Housing Directive

U.S. Department of Housing and Urban Development  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0029  
(Expires 04/30/2020)


1. Field Office Headquarters, Ofc of Single Family Program Develop.	2. Program and DAS (e.g., multifamily development) Office of Housing - Deputy Assistant Secretary for Single Family Housing
3. Waiver Requested by (person, entity, HUD employee) Barbara Leslie, Director, Office of Single Family Program Development	
4. Waiver Item (directive number, date, page, paragraph, etc.) Partial Waiver of Mortgagee Letter 2014-22, Submission of Case Binder Documents and assoc. Attachment 1, HECM Endorsement List, Pg 2 Item 15	
Relief Sought  Waives requirement to submit the original Loan Agreement and related Exhibits (Schedule of Closing Costs and Liens, Payment Plan and Repair Rider, is applicable) in the case binder to the HOC. Mortgagees may send the original Loan Agreement and related Exhibits directly to the HECM Servicing Contractor. Mortgagees are still required to send two copies of the Loan Agreement and related Exhibits in the FHA endorsement case binder to the HOC for an insuring decision. Mortgagees that do not send these documents directly to the Contractor must send the original Loan Agreement and related Exhibits and two hard copies to the HOC.	
5. Did a check of SharePoint indicate Prior Approval of a factually similar waiver?"	<input type="checkbox"/> Yes (skip No. 6)    If previously approved, give Counsel's name and date of approval. <input checked="" type="checkbox"/> No (go to No. 6)
6. Counsel Determination. The Waiver Proposal <b>does not conflict</b> <input checked="" type="checkbox"/> <b>conflicts</b> <input type="checkbox"/> with statutory or regulatory provisions (cite rule or provision)	

Counsel (signature)		Date
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7. Employee Justification (attach additional pages if necessary)

Currently, Mortgagees are sending the original Loan Agreement and related Exhibits to the HOCs, who in turn, will forward those documents to the HECM Loan Servicer Compu-Link Corporation at 14002 East 21st Street, Suite 300, Tulsa, OK 74134. HUD recognizes the burdens and costs associated with the current process that requires mailing original documents to two different locations. This partial waiver provides an option to remove that burden and remove an unnecessary custody exchange.

### Field Office Concurrence

Name Elissa Saunders	Title Director, Single Family Program Development	Date April 12, 2023
8. <input checked="" type="checkbox"/> Granted <input type="checkbox"/> Not Granted	Housing Director (signature) 	Date

Comments

Effective immediately on the date signed by the Housing Director in Block 8.

Public reporting burden for this collection of information is estimated to average xx minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Distribution: (includes waivers granted and denied)

Original to Field Office;  
One copy to each of the following:    Director, Organizational Policy, Planning and Analysis Division, Room 9116, HUD Headquarters, HRO  
Assistant General Counsel, Multifamily Mortgage Division, HUD Headquarters, Room 9230, CAHAA  
And one copy to either of the following:    Office of the Deputy Assistant Secretary for Single Family Housing, Room 9282, HUD Headquarters, HU  
Office of the Deputy Assistant Secretary for Multifamily Housing, Room 6106, HUD Headquarters, HT