



## Detached Condominium Project Checklist

**Borrower:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_ **Unit #:** \_\_\_\_\_ **Subject Phase #:** \_\_\_\_\_

**Project Address** \_\_\_\_\_ **City, State, Zip:** \_\_\_\_\_

**QUESTIONS 1-5 MAY BE COMPLETED BY THE HOA OR ITS MANAGEMENT COMPANY;  
QUESTION 6 TO BE COMPLETED BY THE LENDER**

1. The project does NOT contain manufactured housing  Yes (no manufactured housing)  No
  
2. Is the loan for an owner-occupied principal residence or second home; or if an investment property, has DU findings allowing for a Limited Review and an exception approval from HSOA?  Yes  No
  
3. The project is comprised entirely of site (detached) condominiums  Yes  No
  
4. The property is covered by the following type of hazard insurance:
  - a. Single-family dwelling coverage (if the 'unit' consists of the entire structure as well as the site and air space)  Yes  No  NA or
  - b. The project's master policy (if the unit consists only of the air space for the unit, and the improvements and site are considered to be common areas or limited common areas)  Yes  No  NA
  
5. **Association Litigation:** There is no pending litigation.  Yes (no pending litigation)  No

Homeowner's Association contact information:  
 • Name:  
 • Title & Organization or Company Name:  
 • Phone or e-mail :

### HOME OWNERS ASSOCIATION CERTIFICATION (optional)

The undersigned hereby certifies that to the best of his/her knowledge and belief that the information and statements contained on this form and any attachments are true and correct. The undersigned further represents that he/she is authorized by the HOA to provide this information on behalf of the HOA.

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

\_\_\_\_\_  
Name \_\_\_\_\_  
Title

Phone \_\_\_\_\_



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6. Appraiser comments were acceptable:  Yes  No

Appraisal (may be completed on either an SFD form or condo form). For properties in new subdivisions, the appraiser must compare the subject property to other properties in its general market area as well as to projects within the subject subdivision. The appraiser must also comment on, and reflect in the appraisal report, any effects that the buyers resistance to the condominium form of ownership has on the market value of the subject property.

**If any of the answers were "No" for questions 1-6, the project is not eligible for the Detached Condominium Review.**

### **LENDER CERTIFICATION**

*(To be completed by HSOA Underwriter). The undersigned hereby certifies that to the best of his/her knowledge and belief that the information and statements contained on this form and any attachments are true and correct. The undersigned further represents that he/she is authorized by the Seller to provide this information on behalf of the Lender and is authorized representative with document signing authority.*

**FNMA Condominium Review Type: Enter as type "Q"**

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Signature

Date

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Name

Title