



Seller Guide Update



SEL-2024-040: Multiple Topics

October 4, 2024

- Correspondent Lending
- Housing Finance Agency (HFA)

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Summary



U.S. Bank Correspondent Seller and HFA Lending Guides

The items listed above have recently been updated in the Correspondent Seller and HFA Lending Guides, specific to Loan Delivery, Underwriting and Credit Policy.

- Unless notated within each section as Correspondent only policy or based on product availability such as Portfolio products available only in Correspondent, these updates are applicable to both our Correspondent and HFA lenders.
- The respective sections of the Correspondent Seller and HFA Lending Guides are included in each section. This communication serves to announce changes and updates including an effective date.
- Always review the U.S. Bank Correspondent Seller and HFA Lending Guides for the most current policy.
- Guidelines are updated with the information in this communication and should always be utilized as the source of truth.
- As a reminder, U.S. Bank publishes a monthly summary of all Correspondent and HFA communications published for the previous month. This summary is intended to assist you in making sure your organization received and read all U.S. Bank communications published during the prior month. All documents are published in our Correspondent and HFA Communications libraries in Section 1000 of AllRegs:
 - 1010: Bulletins
 - 1011: Seller Guide Updates
 - 1012: Best Practices
 - 1013: Pricing Flashes

Underwriting, Delivery, and Product Grids

For overall ease of use, we have enhanced our communications to include underwriting and delivery method checkboxes to each section when applicable.

You'll also find grids that outline the applicable products.

Effective Date

Immediately unless otherwise noted within each section.



AUS Resubmissions on Non-Delegated Agency Loans

Underwriting/Delivery	
	Corr. Delegated
X	Corr. Non-Delegated
	Corr. EZD
X	Corr. Mandatory
	HFA Delegated
	HFA Non-Delegated
Products	
X	Conv. (Freddie)
X	Conv. (Fannie)
	Conv. (Portfolio)
	FHA
	VA
	Rural Development

Effective Date: Effective November 1, 2024.

To better align with industry practices, **beginning November 1, 2024**, U.S. Bank will no longer require non-delegated lenders to release Desktop Originator (DO)/Desktop Underwriter (DU) or Loan Product Advisor (LPA) findings to U.S. Bank, as we will no longer resubmit loans to the respective AUS on the lender's behalf. U.S. Bank will add a new condition to the non-delegated loan specifically addressing what item(s) need updating.

Reminders

It is the lender's responsibility to make sure loan information submitted to an AUS agrees with the terms under which the loan is closed and that the loan is eligible for purchase in accordance with the registered product. Each product guideline contains a section indicating the acceptability of the applicable AUS.

Lenders must inform U.S. Bank when updates outside of [Agency tolerances](#) are made to the loan without exception, as these changes may necessitate further underwriting. If after underwriting approval, a loan is submitted to DO/DU or LPA, and the loan is not subsequently resubmitted to U.S. Bank for re-approval (and if substantial updates were made to the loan), U.S. Bank may not purchase the loan. The following items may assist in ensuring accurate AUS findings are in the loan package:

- Implement your own process to scrutinize and review loan documentation.
- Ensure the most recent AUS findings in the loan submission match the terms upon which the loan closed.
- Confirm the following:
 - Closing documents align with the final AUS resubmission.
 - Accuracy of all data submitted to AUS and it has been accurately documented and verified.
- Review the following:
 - Material data changes that may impact the initial AUS recommendation, including changes outside AUS tolerance levels (see link above), are updated in the AUS and the loan is resubmitted for the Underwriter to review.
 - Credit report to confirm the credit history information used by the AUS is accurate and complete.
- Lender represents and warrants the AUS findings included in the loan file are the most current findings report and the loan meets all requirements of the AUS report.
- For DO customers, the loan must be submitted in the "final" status before submitting the loan for purchase to U.S. Bank.

**Reminder:
Supplemental
Consumer
Information Form
(Form 1103)**

Underwriting/Delivery	
X	Corr. Delegated
X	Corr. Non-Delegated
X	Corr. EZD
X	Corr. Mandatory
X	HFA Delegated
X	HFA Non-Delegated
Products	
X	Conv. (Freddie)
X	Conv. (Fannie)
	Conv. (Portfolio)
X	FHA
	VA
	Rural Development

As a reminder, U.S. Bank requires a complete and accurate **Supplemental Consumer Information Form (Form 1103)** on all Conventional Agency and FHA loans delivered to U.S. Bank for purchase.

The Supplemental Consumer Information Form (SCIF) contains information about the borrower's language preference, if any, and any homeownership education and housing counseling the borrower may have received. In our review process, U.S. Bank has noted that this information is often missing. Please ensure you are following all Agency guidelines in regards to completion of this form.

Additional Resources

- **U.S. Bank**
 - SEL-2023-009 (2/10/23)
 - SEL-2022-041 (7/21/23)
- **Federal Housing Finance Agency (FHFA)**
 - [May 3, 2022 – FHFA Announces Mandatory Use of the Supplemental Consumer Information Form](#)
 - [August 10, 2022 - FHFA Announces Update for Servicers to Maintain Fair Lending Data](#)
- **Joint Announcement**
 - [May 3, 2022 – Joint Fannie Mae and Freddie Mac \(GSE\) Announcement](#)
- **Fannie Mae**
 - [Lender Letter \(LL-2022-03\)](#): Supplemental Consumer Information Form (7/6/22)
 - [FAQs: Uniform Residential Loan Application / Uniform Loan Application Dataset](#)
- **Freddie Mac**
 - [Bulletin 2022-15](#): Form 1103, Supplemental Consumer Information Form (SCIF) (7/6/22)
 - For questions about [Form 1103](#) or supporting documents, please review Freddie Mac's [FAQs](#),
- **HUD**
 - [Mortgagee Letter \(ML\) 2023-13](#)

Disaster Area Declarations

Underwriting/Delivery	
X	Corr. Delegated
X	Corr. Non-Delegated
X	Corr. EZD
X	Corr. Mandatory
X	HFA Delegated
X	HFA Non-Delegated
Products	
X	Conv. (Freddie)
X	Conv. (Fannie)
X	Conv. (Portfolio)
X	FHA
X	VA
X	Rural Development

The following counties have been declared as Presidential Disaster Areas with Individual Assistance.

- Agency, Portfolio, VA, and RD loans with subject properties located in counties listed below that have not CLOSED by the Disaster Declaration Date must follow the requirements listed in AllRegs.
- FHA loans with subject properties located in the counties listed below that have not been ENDORSED as of the Disaster Declaration Date must follow the FHA requirements listed in AllRegs.

Declaration Date	State	County
September 28, 2024	Florida	Charlotte, Citrus, Dixie, Franklin, Hernando, Hillsborough, Jefferson, Lafayette, Lee, Levy, Madison, Manatee, Pasco, Pinellas, Sarasota, Taylor, Wakulla
October 1, 2024		Columbia, Gilchrist, Hamilton, Leon, Suwannee
September 28, 2024	North Carolina	Alexander, Alleghany, Ashe, Avery, Buncombe, Burke, Caldwell, Catawba, Clay, Cleveland, Gaston, Haywood, Henderson, Jackson, Lincoln, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Transylvania, Watauga, Wilkes, Yancy
September 29, 2024	South Carolina	Aiken, Anderson, Bamberg, Barnwell, Cherokee, Greenville, Greenwood, Lexington, Newberry, Oconee, Pickens, Saluda, Spartanburg
October 1, 2024	Georgia	Appling, Atkinson, Bacon, Ben Hill, Berrien, Brooks, Bulloch, Burke, Candler, Chatham, Clinch, Coffee, Colquitt, Columbia, Cook, Echols, Emanuel, Evans, Glascock, Irwin, Jeff Davis, Jefferson, Jenkins, Johnson, Lanier, Laurens, Liberty, Lincoln, Lowndes, McDuffie, Montgomery, Pierce, Richmond, Screven, Tattnall, Telfair, Toombs, Treutlen, Ware, Washington, Wheeler
October 1, 2024	Virginia	Giles, Grayson, Smyth, Tazewell, Washington, Wythe, City of Galax

Guide Section: 711.20 FHA – Natural Disaster Procedures, 712.21 VA - Natural Disaster Procedures, 713.20 - Natural Disaster Procedures, 714.1.10 - Natural Disaster Procedures, 715.20 RD - Natural Disaster Procedures

Questions



Correspondent: Please contact your Account Executive or the Client Support Area at 800.200.5881, option 1.

HFA: Please contact the Housing Finance Agency Hotline at 800.562.5165, option 1 for the HFA Customer Care Team.