FORMS MANUAL INSERT

FORM RD 1980-20

| INSTRUCTIONS — TYPE IN CAPITALIZED TYPI (terns 1 through 22 are to be completed by the Lender. | GIN SPACES MARKED (L) | |
|---|--|----------|
| 1. Report Type Code 2 = Final Loss 4 = Recovery B = Adjustment to L | 2. Date of Claim | · |
| 3. Case No. | 4. Borrower Name 5. Loa 8. Branch No. 9. Lender Name | m No. |
| GUARANTEED LOAN ITEMS: 10. Principal Balance Owed on Debt \$ \[\begin{array}{c ccc} & & & & & & & & & & & & & & & & & & | :1. Accrued Interest Owed* S | |
| 12. Principal Balance Owed on Protective Advance* \$ | 13. Accrued Interest on Protective Advance* S | |
| 14. Total (Items 10 thru 13) \$ | *The Lender should attach documentation of these items p | oer FMI. |
| Section A RECOVERY FROM COLLATERAL Sec | | · |
| 15. Amount Property Sold \$ | 18. Funds in escrow account(s) \$ | |
| 16 Lender's Liquidation \$ | 19. Other Recovery \$ 1 | |
| Costs 17 Net Proceeds from \$ | 20. Cost of Collection \$ | |
| Conacera | 21. Net Recovery \$ | |
| Section C Completed by Lender if property was acqu | ired at foreclosure or by deed-in-lieu of foreclosure | |
| 22. Lender's Liquidation Costs | \$ | |
| Section D VALUE OF COLLATERAL ACQUIRED foreclosure or by deed-in-licu of foreclosure. This section | Completed by Rural Housing Service (RHS) if lender acquired property at should not be completed if Section A above has been completed. | |
| 23. Appraised Value \$ | 25. Appraised Value Factor \$ | |
| 24. Acquisition Management, Resale Factor | 1 26 Net Proceeds from \$ 1 1 | |
| Section E LOSS GUARANTEE: | | |
| 27. Lesser of Original Note \$ Amount or Principal Actually Advanced | 28. Maximum Loss Payable S (90% of Item 27) | |
| 29. Authorized Lender Signature | Title Date | |

Used by Rural Housing Service (RHS) and the lender to determine the amount of loss on a defaulted Guaranteed Rural Housing Loan.

(see reverse)

PROCEDURE FOR PREPARATION: RD Instruction 1980-D.

PREPARED BY : Lender and Agency.

NUMBER OF COPIES : Original and two.

<u>SIGNATURES REQUIRED</u>: Lender and Agency approval official.

<u>DISTRIBUTION OF COPIES</u> : Original to Finance Office.

Copy to Lender.

Copy to Agency Case File.

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REVERSE OF FORM RD 1980-20

| s LLLL | m Amounts * | 31. Denied Claim. | | Adjustments (Items 30 + 31) |
|--|-----------------|---|--|--|
| | * The | Agency approval official should attra | ach documentation of these items | per FMI |
| 33 Total debt - N (Item 14, less | | . less Item 21, less Item 32) | s | |
| 34. 35% of Item | 27 | | s <u> </u> | |
| 35. Amt. Loss in | Excess of 355 | % of Loan (Item 33 less Item 34) | \$ [] [] [| |
| Amount from and skip to It | | % (If zero or less, enter zero | \$ | 1 |
| 37. Amount of L | oss (Item 34 F | LUS Item 36) | s <u> </u> | 1.11 |
| | | ble (LESSER of Item 33 or Item 37, if amount from Item 33) | s <u> </u> | 1.1 |
| 39. Release from | Liability Cod | e Y=Yes of N=No | | |
| 40. Adjustment I | Reason Code | | 41. Additional Interest | Y=Yes or N=No |
| 42. Amount Due | Agency | s IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII | 43. Balance Due Lender | \$ |
| 44. | | | | |
| Authorized | Agency Sign | ature | Title | Date |
| FINANCE OFFI | CE USE | | | |
| 45. Unsatisfied F | ய் | s | 46. Interest Rate48. Number of Days | |
| 49. Additional lr | | | | |
| Adjusted Loss Pa | • | | | |
| | | (Item 33 PLUS Item 49) | \$ | <u>; </u> |
| Loss (up to 3 | | | \$ | |
| 52. Amt Loss In | Excess of 359 | % of Loan (Item 50 LESS Item 51) | \$ | |
| 53. Amount from | n Item 52 x 85 | 5% | \$ | |
| 54. Amount of L | oss (Item 51 | olus Item 53) | \$ | |
| 55 Loss Payabl | e with Addition | onal Interest (Lesser of Item 50 OR Iter | n 54) \$ | |
| | | | | |
| | ınt | s | 57. Check Issue Code 1 = System C | |
| 56. Check Amou | | | 2 = Manual | Check 4 = Refund |

INSTRUCTIONS FOR PREPARATION

| Item 1 | Enter the Report Type Code. |
|------------|--|
| Item 2 | Agency use only. Enter the date received by Agency. |
| Item 3 | Enter borrower's Agency identification number - State Code - County Code - Borrower ID Number. Example: $0 1 - 0 1 2 - 0 1 2 3 4 5 6 7 8 9$ |
| Item 4 | Enter borrower name. |
| Item 5 | Enter the Agency assigned Guaranteed Loan Number. Example: [5]0 |
| Item 6 | Enter the Date of Settlement/Liquidation. Example: $\lfloor 0 \mid 3 \mid - \mid 1 \mid 5 \mid - \mid 9 \mid 2 \mid$ |
| Item 7 | Enter the Lender's Tax Identification Number. Example: [9]8 8 6 5 4 3 2 1] |
| Item 8 | Enter the Lender's Branch Number. Example: 0 1 |
| Item 9 | Enter the Lender's Name. |
| Item 10 | Enter the unpaid Principal Balance on the original note or total Principal Advanced, whichever is less, as of Date of Settlement. Example: |
| Item 11 | Enter the accrued interest owed on the Principal Balance as of the Date of Settlement. Example: $ \$ $ |
| Item 12 | Enter the Principal Balance owed on Protective Advances. Example: \$\Bigs\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ |
| Item 13 | Enter the Accrued Interest owed on Protective Advances. Example: \$\Bigs\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ |
| NOTE: | The Lender must provide an attachment for the calculation of Accrued Interest Owed on Note(s), Unpaid Protective Advances, and Accrued Interest on Protective Advances, showing periods of time, interest rate and amount. |
| Item 14 | Enter the total of items 10 through 13. Example: |
| Item 15 | If the Property was sold, enter the Amount of the Sale. If Property was not sold, leave blank. Example: $ \$ 3 5 0 0 0.0 0 $ |
| Item 16 | If Item 15 was completed, enter the Lender's actual authorized liquidation costs. The Lender must attach separate documentation of these costs. Example: |
| Item 17 | Subtract Item 16 from Item 15. Example: \$\ \ \ \ \ \ \ \ \ \ \ \ \ \ |
| Item 18 | If there were funds remaining in escrow account(s), enter the amount of such funds here. If there were no funds remaining, leave blank. Example: |
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|------|-------|--|
| Item | 19 | If the Lender made collection from other than the collateral, enter the amount here, otherwise leave blank. Example: $ S + C + $ |
| Item | 20 | Enter the Lender's cost of collecting the amounts in Item 19. The Lender must attach separate documentation of these costs. Example: \[\frac{1}{2} \ |
| Item | 21 | Add Item 18 to Item 19, then subtract Item 20. Enter the figure obtained here. Example: \$\ \ |
| Item | 22 | If the Lender acquired the Property, enter the Lender's actual authorized liquidation costs. The Lender must attach separate documentation of these costs. Example: |
| Item | 23 | Enter the Current Market Value of the Property, if acquired by the Lender. Leave blank if Item 15 is entered. Example: $ \$ + 5 0 0 0 0.0 0 $ |
| Item | 24 | Enter the Current Factor as per RD Instruction 1980-D, Exhibit D. Leave blank if Item 15 is entered. Example: 1 0.9 4 |
| Item | 25 | Multiply Item 23 by Item 24. Example: \$ |
| Item | 26 | Subtract the figures in Item 22 and 25 from Item 23. Example: [\$ 4 4 1 2 0.0 0 |
| Item | a 27 | Enter the lesser of the Original Loan Amount or the Principal Actually Advanced. Example: \$\begin{array} & & & & & & & & & & |
| Item | a 28 | Multiply Item 27 times 90%. Example: $ \$ 4 5 9 0 0.0 0 $ |
| Item | ı 29 | Authorized Lender signature, title of signer and date. |
| Item | n 30 | If Agency determined that the Lender's claim should be reduced or discounted, enter the amount here, otherwise, leave blank. The Agency approval official will fully document the reason for any reduction of the Lender's claim. Example: $ S = S + S $ |
| Item | n 31 | If Agency determined that the Lender's claim should be denied, enter the amount here, otherwise, leave blank. The Agency approval official will fully document the reason for any denial of the Lender's claim. Example: $ \$ $ |
| Item | ı 32 | Enter the total of Items 30 and 31. Example: $ \$ $ |
| Iten | 1 33 | Subtract Item 17 or Item 26, as appropriate, from Item 14 (If Item 17 is completed. Item 26 should be blank) Subtract Item 21 from the figure obtained, then subtract Item 32. Enter the resulting figure here. Enter zero if less than or equal to zero. Show calculations. Example: \$ 1 6 8 3.8 0 |
| Item | ı 34 | Enter 35% of the Loan Amount (Item 27 times 35%). Example: $ \$ 1 7 8 5 0.0 0 $ |
| Iten | 1 35 | Subtract Item 34 from Item 33. Enter the result here. If the result is zero or less, leave blank. Example: \$ |

| | Multiply Item 35 by 85%. Enter the result here. if Item 35 is blank, do not complete and skip to Item 38. Example: \$ |
|-----------------------|---|
| | Enter the Total of item 34 and 36. This figure can not exceed Item 28. Example: \$ |
| | Enter the Lesser of Items 33 or 37. If Item 37 is blank, enter the amount from Item 33. Example: \[\frac{\\$ 1 6 8 3.8 0 }{ } \] |
| Item 39 | Indicate if the borrower is being released from liability: $Y = yes$, $N = no$. Example: $[N]$ |
| | Enter the Adjustment Reason Code. Complete only if Item 30 and/or Item 31 is completed. Example: 0 1 |
| | 01 - Unauthorized Expenses 02 - Negligent Servicing 03 - Unauthorized Use of Funds 04 - Fraud 05 - Violation of Usury Laws 06 - Failure to Obtain Required Security 07 - Delay in Filing Loss Claim 08 - Other Reasons |
| Item 41 | Indicate if the lender is due additional interest from settlement date to the check date. Y - yes, $N = no$. Example: $ N $ |
| Item 42 | If Item 1 is equal to 4, enter the amount due Agency. If this is not a recovery, leave blank. Example: $ \$ + 4 2 1 0.4 5 $ |
| Item 43 | If Item 1 is equal to B, enter the balance due lender. Example: \$ 3 5 7 5.3 0 |
| Item 44 | Agency official signature, title, and date completed. |
| NOTE: IT | EM 45-58 WILL BE COMPLETED BY FINANCE OFFICE. |
| Item 45 | Enter the amount on which to compute additional interest. |
| Item 46 | Enter the note interest rate. |
| Item 47 | Enter the basis, 360 or 365. |
| Item 48 | Number of days on which additional interest is paid. From the settlement date to the check date or on type B loss from previous check date to current date. |
| Item 49 | Enter the total interest. Item 45 x Item 46 divided by Item 47 x Item 48. |
| Item 50 | Enter the total of Item 33 plus Item 49. |
| Item 51 | Enter the loss up to 35% of the loan amount or principal actually advanced (Item 27). Item 27 x 35%. |
| Item 52 | Enter the difference of Item 50 less Item 51. |
| Item 53 | Enter the product of item 52 multiplied by 85%. |
| Item 54 | Enter the total of item 51 plus Item 53. |
| Item 55 (08-18-99) | Enter the lesser of Item 50 or Item 54. PN 309 |

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Item 56 Enter the check amount.

If additional interest is due on a type 2 loss, enter the total from Item 55.

If no additional interest is due on a type 2 loss, enter the total from Item 38.

If the loss is a type B loss, enter the total of Item 43 plus Item 49.

Item 57 Enter the check issue code.

Item 58 Enter the date of the manual check if Item 57 equals 2.

Item 59 Enter the deposit date for type 4 losses.