

UNITED STATES DEPARTMENT OF AGRICULTURE Farmers Home Administration Form FmHA 1980-51 (Rev. 2-90)		
ADD, CHANGE, OR DELETE GUARANTEED LOAN RECORD TRANSACTION 4053		
INSTRUCTIONS - TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED (). When processing type code is 1 complete all items except 12 and 13. When processing type code is 2 complete items 1-4 & 15-17. When processing type code is 3 complete items 1-4, 15-17 & applicable items 5-14. Leave correct items blank. For transfer and assumption of a guaranteed loan (processing type code 1) complete items 1-4, 7-10 & 15-17. 1 TAB 4 SPACES.		
1. CASE NO. ST CO BORROWER'S ID	2. LOAN NO.	
3. BORROWER NAME	4. PROCESSING TYPE CODE 1 - ADD 2 - DELETE 3 - CHANGE	
COMPLETE IN ENTIRETY FOR ADDITIONS AND AS APPLICABLE FOR CHANGES		
5. DATE OF OBLIGATION MO DA YR	6. TOTAL AMOUNT OBLIGATED TO BORROWER \$	
7. LOAN ORIGIN CODE	8. INTEREST RATE CODE	
9. SUBMISSION CODE	10. ASSISTANCE TYPE CODE	
11. DISASTER AUTHORIZATION CODE YEAR DISASTER CODE DISASTER NUMBER	12. LOAN BUYDOWN CODE	
13. BUYDOWN CANCELLATION DATE MO DA YR		14. REMARKS
15. SIGNATURE OF FmHA REPRESENTATIVE X	16. TITLE	17. DATE
FINANCE OFFICE		FmHA 1980-51 (Rev. 2-90)

To update Borrower Loan Information. It may be used to add new Loan Information records to file or to change or delete existing records. This form cannot be used to change borrower's case number or name. A separate form is required for each loan. This form may also be used to decrease or cancel the amount of interest rate buydown.

(see reverse)

PROCEDURE FOR PREPARATION:

PREPARED BY :
 NUMBER OF COPIES :
 SIGNATURE REQUIRED :
 DISTRIBUTION OF COPIES :

FmHA Instructions 1980-A and 1980-B.

FmHA representative.
 Original and one.
 FmHA representative.
 Original to Finance Office;
 copy retained for file.

INSTRUCTIONS FOR PREPARATION

Item 1. Enter the Borrower's Case Number. Show the state and county code and the borrower's Social Security or Internal Revenue Service Tax Identification Number. Example: 290510987654321

Item 2. Enter FmHA assigned Loan Number. Example: 52

Item 3. Enter Borrower's Name -- abbreviate when necessary.
Example: THOMPSON ROBERT Q

Item 4. Enter the applicable processing type code:

- 1 = Add
- 2 = Delete
- 3 = Change

Example: 1

Item 5. Enter the Date of Loan Obligation. Example: 06-30-88

Item 6. Enter total amount of obligation to the borrower.
Example: \$ 1050000

Item 7. Enter the applicable Loan Origin Code. A new loan is described as a loan requiring an additional obligation (e.g., initial or subsequent).

- 1 = New Loan
- 5 = Transfer -- New Rates and Terms
- 6 = Transfer -- same Terms
- 8 = Refinancing

Example: 1

Item 8. Enter the applicable Interest Rate Code. Multi-rates would involve different interest rates on the guaranteed portion and the unguaranteed portion of the loan.

- 1 = Single rate -- variable
- 2 = Single rate -- fixed
- 3 = Multi-rate -- variable
- 4 = Multi-rate -- fixed

Example: 2

Item 9. Enter the applicable Submission Code.

- 1 = Initial loan
- 2 = Subsequent loan

Example: 1

Item 10. Enter the applicable Assistance Type Code from table below (Complete only if processing type code = 1):

Individual Housing

- 01 502 Loan – General
- 02 Senior Citizen
- 03 Self Help
- 04 Disaster
- 06 Repair and Rehabilitation
- 12 502 Loan – Above Moderate General
- 13 502 Loan – Above Moderate Senior Citizen

Farm Ownership and Related Loans

- 31 FO – FE – Loan – Socially Disadvantaged
- 32 FO – Farm Credit Systems – Demonstration Project
- 33 Debt Adjustment Program
- 36 FO – FE – Loan
- 37 FO – NFE – Loan
- 38 Soil and Water – Ind.
- 39 Recreation Loan – Ind.
- 44 FO – NFE – Socially Disadvantaged
- 45 FO – FCS – Socially Disadvantaged

Operating Type Credit

- 46 OL – Disaster Assistance
- 48 Line of Credit
- 49 Debt Adjustment Program
- 51 Operating Loan (Except Youth)
- 52 Operating Loan (Youth)

Emergency Type Credit

- 53 Economic Emergency – Operating Purposes
- 54 Emergency Livestock
- 55 Economic Emergency – Real Estate Purposes
- 56 EM – Actual Loss
- 57 EM – Ac
- 57 EM – Annual Operating
- 58 EM – Major Adjustments (Real Estate Purposes)
- 59 EM – Major Adjustments (Operating Purposes)

Water and Waste Disposal

- 61 Domestic Water Only
- 62 Waste Disposal and/or Sewage Treatment Only
- 63 Combination Water and Waste Projects

Business and Industry

- 71 Nonprofit National Corporations (Loans)
- 72 Business and Industry Loan
- 76 Business and Industry Loan
- 91 Drought and Disaster Assistance – Rural Business Enterprises
- 94 Disaster Assistance for Rural Business Enterprises Guaranteed Loan

Example: 5 | 4

Community Facilities

- 75 Community Facility Loan
- 77 Community Health Centers "HHS"

Item 11. Enter the applicable Disaster Authorization Code. Enter fiscal year of disaster in the first position, enter disaster code in the second position, and enter the disaster number in the final 3 positions. Select the disaster code from the following list:

- 1 = Major Disaster Declared by President
- 2 = Disaster Authorized by State Director in Non-Designated Areas
- 3 = Loan to a Paid Up Borrower Approved by FmHA Administrator
- 4 = Disaster Designated by Secretary of Agriculture
- 5 = Retroactive Cancellation 11-19-73
- 6 = Subsequent EM Loan No. Declared on Initial Disaster
- 7 = Presidential Emergency Declaration
- 8 = Disaster Authorized by State Director

Example: 8 | - | 2 | - | 1 | 5 | 1

Item 12. Enter the applicable Loan Buydown Code. If 9 is entered, Item 13 must also be complete. Select from the following codes:

- 1 = One year
- 2 = Two years
- 3 = Three years
- 4 = Four years
- 5 = Five years
- 9 = Buydown matured/cancelled

Example: 3

Item 13. Enter the Buydown Cancellation Date. Complete only if Item 12 is entered as a value of 9.

Example: 0 | 9 | - | 2 | 0 | - | 8 | 8

Item 14. Complete this section if additional information is necessary in explanation of this adjustment.

Items 15 – 17. Self-explanatory.