

FHA New Construction Documentation Checklist

(Property under construction >90% Complete)

Properties over 90% complete: Appraiser does not require plans & specs

Provide the appraiser with:	
<ul style="list-style-type: none"> • Copy of Builder Certification (HUD-92541) - completed, signed, and dated by builder 	
<ul style="list-style-type: none"> • Copy of Purchase Contract 	

Required prior to/at loan closing:	Received
<ul style="list-style-type: none"> • Builder Certification (HUD-92541) - completed, signed, and dated by builder 	
<ul style="list-style-type: none"> • Builder Warranty of Completion of Construction (HUD-92544) 1-Year Builder Warranty - completed, signed, and dated by builder 	
<ul style="list-style-type: none"> • Final Inspection - (HUD - 92051) 	
<ul style="list-style-type: none"> • Local Health Authority, well water analysis or septic report, where applicable 	
<ul style="list-style-type: none"> • Direct Endorsement Approval for HUD/FHA insured Mortgages - Page 3 (HUD- 92900A). (Lender must certify the property is 100% complete) 	
<ul style="list-style-type: none"> • Termite Certification - HUD NPCA-99-A, Subterranean Termite Soil Treatment Builder's Guarantee, and if soil treated box is checked on 99-A, need NPCA-99-B, New Construction Subterranean Termite Soil Treatment Record. 	
<ul style="list-style-type: none"> • For Your Protection: Get A Home Inspection (HUD-92564-CN) Note: Applicable only if property was NOT FHA/ VA approved prior to construction and does NOT involve a 10 year warranty. 	

<p>One of the following documentation methods is required:</p> <ul style="list-style-type: none"> • Approved Ten (10) year Warranty and a final inspection. <ul style="list-style-type: none"> ○ Must have the actual warranty or acceptance letter from warranty company; application is not sufficient <p>OR</p> <ul style="list-style-type: none"> • If Builder Certification of plans & specs signed: <ul style="list-style-type: none"> ○ Building Permit (or equivalent) complete 3 property inspections) - signed and issued prior to start of construction, and ○ Certification of Occupancy (or equivalent) from local authority - signed and issued after the completion of construction. <ul style="list-style-type: none"> • If county does not issue a separate COO, but issues a Building Permit (with 3 inspections), the following statement must be signed by the underwriter (include CHUMS #), "____ County does not issue a Certification of Occupancy." • Final Inspection <p>OR</p> <ul style="list-style-type: none"> • Maximum 90% LTV if one of the above can not be documented <p>Note: HUD no longer approves local jurisdictions that perform inspections acceptable to FHA.</p>	
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