#### **Homeowner Checklist**

### For Your Information Only - Do Not Return with Your Borrower Response Package

**GET STARTED** – use this checklist to ensure you have completed all required forms and have the right information.

Step 1		Review the information provided to help you understand your options, responsibilities, and next steps:					
		☐ Avoiding Foreclosure ☐ Frequently Asked Questions ☐ Beware of Foreclosure Rescue Scams					
Step 2		<b>Complete and sign the enclosed Borrower Assistance Form.</b> Must be signed by all borrowers on the mortgage (notarization is not required) and must include:					
		☐ All income, expenses, and assets for each borrower					
		<ul> <li>□ An explanation of financial hardship that makes it difficult to pay the mortgage</li> <li>□ Your acknowledgment and agreement that all information that you provide is true and accurate</li> </ul>					
		Tour acknowledgment and agreement that an information that you provide is true and accurate					
Step 3		Complete and sign a dated copy of the enclosed IRS Form 4506-T					
		☐ For each borrower, please submit a signed, dated copy of IRS Form 4506-T (Request for Transcript of Tax Return)					
		☐ Borrowers who filed their tax returns jointly may send in one IRS Form 4506-T signed and dated by					
		both joint filers					
Step 4		Provide required Hardship documentation. This documentation will be used to verify your hardship.					
		☐ Follow the instructions set forth on the Borrower Assistance Form (attached)					
Step 5		Provide required Income documentation. This documentation will be used to verify your hardship and					
		all of your income (including any alimony or child support that you choose to disclose and rely upon to qualify).					
		☐ Follow the instructions set forth on the Borrower Assistance Form (attached)					
		☐ You may also disclose any income from a household member who is not on the promissory note (non-borrower), such as a relative, spouse, domestic partner, or fiancé who occupies the property as a					
	primary residence. If you elect to disclose and rely upon this income to qualify, the required income						
		documentation is the same as the income documentation required for a borrower. See Page 2 of the					
Step 6		Borrower Assistance Form for specific details on income documentation.  Gather and send completed documents—your Borrower Response Package—no later than October28,					
Step 0		<b>2011.</b> You must send in all required documentation listed in steps 2-4 above, and summarized below:					
		Borrower Assistance Form (attached)					
		Form 4506-T (attached)					
		<ul> <li>Income Documentation as outlined on Page 2 of the Borrower Assistance Form (attached)</li> <li>Hardship Documentation as outlined on Page 3 of the Borrower Assistance Form (attached)</li> </ul>					
		The about processing the continuous continuo					
	Ple	ase mail all documents above to us: Huntington National Bank					
		2361 Morse Rd – NC2W22 Columbus OH 43229					
		55.35.5 C.1. 13 <b></b> 5					
IMPOR	TAN	IT REMINDERS:					
		t provide the documentation within the time frame provided, have other types of income not specified on					
_	Page 2 of the Borrower Assistance Form, cannot locate some or all of the required documents, OR have any questions, please contact us at 1-800-323-9865.						
☐ Keep a copy of all documents and proof of mailing/emailing for your records. <b>Don't send original income or</b>							
hardship documents. Copies are acceptable.							

Questions? Contact us at 1-800-323-9865

# Information on Avoiding Foreclosure For Your Information Only - Do Not Return with Your Borrower Response Package

#### **Mortgage Programs Are Available to Help**

There are a variety of programs available to help you resolve your delinquency and keep your home. You may be eligible to refinance or modify your mortgage to make your payments and terms more manageable, for instance, lowering your monthly payment to make it more affordable. Or, if you have missed a few payments, you may qualify for a temporary (or permanent) solution to help you get your finances back on track. Depending on your circumstances, staying in your home may not be possible. However, a short sale or deed-in-lieu of foreclosure may be a better choice than foreclosure – see the table below for more information:

OPTION	OVERVIEW	BENEFIT
Refinance	Receive a new loan with lower interest rate or other favorable terms	Makes your payment or terms more affordable
Reinstatement	Pay the total amount you owe, in a lump sum payment and by a specific date. This may follow a forbearance plan as described below	Allows you to avoid foreclosure by bringing your mortgage current if you can show you have funds that will become available at a specific date in the future
Repayment Plan*	Pay back your past-due payments together with your regular payments over an extended period of time	Allows you time to catch up on late payments without having to come up with a lump sum
Forbearance Plan*	Make reduced mortgage payments or no mortgage payments for a specific period of time	Have time to improve your financial situation and get back on your feet
Modification	Receive modified terms of your mortgage to make it more affordable or manageable after successfully making the reduced payment during a "trial period" (i.e., completing a three [or four] month trial period plan)	Permanently modifies your mortgage so that your payments or terms are more manageable as a permanent solution to a long-term or permanent hardship
Short Sale	Sell your home and pay off a portion of your mortgage balance when you owe more on the home than it is worth	Allows you to transition out of your home without going through foreclosure. In some cases relocation assistance may be available
Deed-in-Lieu of Foreclosure	Transfer the ownership of your property to us	Allows you to transition out of your home without going through foreclosure. In some cases relocation assistance may be available. This is useful when there are no other liens on your property

#### We Want to Help

Take action and gain peace of mind and control of your situation. Complete and return the Borrower Response Package to start the process of getting the help you need now.

#### **Frequently Asked Questions**

#### For Your Information Only - Do Not Return with Your Borrower Response Package

#### 1. Why Did I Receive This Package?

You received this package because we have not received one or more of your monthly mortgage payments and want to help you keep your home if at all possible. We are sending this information to you now so that we can work with you to quickly resolve any temporary or long-term financial challenge you face to making all of your late mortgage payments.

#### 2. Where Can I Find More Information on Foreclosure Prevention?

Please see the Avoiding Foreclosure attachment in this package for more information, or you can contact Huntington National Bank at 1-800-323-9865. Additional foreclosure prevention information is provided by Huntington National Bank at Huntington.com/paymenthelp or Fannie Mae at **KnowYourOptions.com** or Freddie Mac at **FreddieMac.com/avoidforeclosure**.

## 3. Will I Be Evaluated for the Federal Home Affordable Modification Program (HAMP) When I Submit My Borrower Response Package?

If you are not eligible for a refinance, reinstatement, repayment, or forbearance plan based on the information you provide, we will evaluate you for participation the in the Home Affordable Modification Program (HAMP). If you are not eligible for HAMP, we will evaluate you for a non-HAMP Fannie Mae/Freddie Mac loan modification.

#### 4. Will It Cost Money to Get Help?

There should never be a fee from your servicer or qualified counselor to obtain assistance or information about foreclosure prevention options. However, foreclosure prevention has become a target for scam artists. Be wary of companies or individuals offering to help you for a fee, and never send a mortgage payment to any company other than the one listed on your monthly mortgage statement or one designated to receive your payments under a state assistance program.

#### 5. What Happens Once I Have Sent the Borrower Response Package to You?

We will contact you within three business days of our receipt of your Borrower Response Package to confirm that we have received your package and will review it to determine whether it is complete. Within five business days of receipt of your request, we will send you a notice of incompleteness in the event there is any missing information or documentation that you must still submit. We cannot guarantee that you will receive any (or a particular type of) assistance.

Within 30 days of receipt of a complete Borrower Response Package, we will let you know which foreclosure alternatives, if any, are available to you and will inform you of your next steps to accept our offer. However, if you submit your complete Borrower Response Package less than 37 days prior to a scheduled foreclosure sale date, we will strive to process your request as quickly as possible, but you may not receive a notice of incompleteness or a decision on your request prior to sale. **Please submit your Borrower Response Package as soon as possible.** 

#### 6. What Happens to My Mortgage While You Are Evaluating My Borrower Response Package?

You remain obligated to make all mortgage payments as they come due, even while we are evaluating the types of assistance that may be available.

#### 7. Will the Foreclosure Process Begin If I Do Not Respond to this Letter?

If you have missed four monthly payments or there is reason to believe the property is vacant or abandoned, we may refer your mortgage to foreclosure regardless of whether you are being considered for a modification or other types of foreclosure alternatives.

## 8. What Happens if I Have Waited Too Long and My Property Has Been Referred to an Attorney for Foreclosure? Should I Still Contact You?

Yes, the sooner the better!

#### FREQUENTLY ASKED QUESTIONS continued

#### 9. What if My Property is Scheduled for a Foreclosure Sale in the Future?

If you submit a complete Borrower Response Package less than 37 calendar days before a scheduled foreclosure sale, there is no guarantee we can evaluate you for a foreclosure alternative in time to stop the foreclosure sale. Even if we are able to approve you for a foreclosure alternative prior to a sale, a court with jurisdiction over the foreclosure proceeding (if any) or public official charged with carrying out the sale may not halt the scheduled sale.

#### 10. Will My Property be Sold at a Foreclosure Sale If I Accept a Foreclosure Alternative?

No. The property will not be sold at a foreclosure sale once you accept a foreclosure alternative, such as a forbearance or repayment plan, and comply with all requirements.

#### 11. Will My Credit Score Be Affected by My Late Payments or Being in Default?

The delinquency status of your loan will be reported to credit reporting agencies as well as your entry into a Repayment Plan, Forbearance Plan, or Trial Period Plan in accordance with the requirements of the Fair Credit Reporting Act and the Consumer Data Industry Association requirements.

#### 12. Will My Credit Score Be Affected if I Accept a Foreclosure Prevention Option?

While the affect on your credit will depend on your individual credit history, credit scoring companies generally would consider entering into a plan with reduced payments as increasing your credit risk. As a result, entering into a plan with reduced payments may adversely affect your credit score, particularly if you are current on your mortgage or otherwise have a good credit score.

#### 13. Is Foreclosure Prevention Counseling Available?

Yes, HUD-approved counselors are available to provide you with the information and assistance you may need to avoid foreclosure. You can use the search tool at <a href="http://www.hud.gov/offices/hsg/sfh/hcc/fc/">http://www.hud.gov/offices/hsg/sfh/hcc/fc/</a> to find a counselor near you.

## 14. I Have Seen Ads and Flyers From Companies Offering to Help Me Avoid Foreclosure for a Fee. Are These Companies on the Level?

Foreclosure prevention has become a target for scam artists. We suggest using the HUD Web site referenced in question 13 to locate a counselor near you. Also, please refer to the attached document called "Beware of Foreclosure Rescue Scams" for more information.

## BEWARE OF FORECLOSURE RESCUE SCAMS — TIPS & WARNING SIGNS For Your Information Only - Do Not Return with Your Borrower Response Package

Scam artists are stealing millions of dollars from distressed homeowners by promising immediate relief from foreclosure, or demanding cash for counseling services when HUD-approved counseling agencies provide the same services for FREE. If you receive an offer, information or advice that sounds too good to be true, it probably is. Don't let them take advantage of you, your situation, your house or your money. **Remember, help is FREE**.

#### **How to Spot a Scam** – beware of a company or person who:

- Asks for a fee in advance to work with your lender to modify, refinance or reinstate your mortgage.
- Guarantees they can stop a foreclosure or get your loan modified.
- Advises you to stop paying your mortgage company and pay them instead.
- Pressures you to sign over the deed to your home or sign any paperwork that you haven't had a chance to read, and you don't fully understand.
- Claims to offer "government-approved" or "official government" loan modifications.
- Asks you to release personal financial information online or over the phone and you have not been working with this person and/or do not know them.

#### **How to Report a Scam** – do one of the following:

- Go to <a href="https://www.preventloanscams.org">www.preventloanscams.org</a> and fill out the Loan Modification Scam Prevention Network's (LMSPN) complaint form online and get more information on how to fight back. Note: you can also fill out this form and send to the fax number/e-mail/address (your choice!) on the back of the form.
- Call 1(888)995-HOPE (4673) and tell the counselor about your situation and that you believe you got scammed or know of a scam.

The Loan Modification Scam Prevention Network is a national coalition of governmental and private organizations led by Fannie Mae, Freddie Mac, NeighborWorks America™ and the Lawyers' Committee for Civil Rights Under Law.

# UNIFORM BORROWER ASSISTANCE FORM If you are experiencing a temporary or long-term hardship and need help, you must complete and submit this form along with other required documentation to be considered for available solutions. On this page, you must disclose information about (1) you and your intentions to either keep or transition out of your home; (2) information on the property's status; (3) real estate taxes; (4) homeowner's insurance premiums; (5) bankruptcy; (6) your credit counseling agency, and (7) information concerning other liens, If any, on your property. On Page 2 you must disclose information about all of your income, expenses and assets. Page 2 also lists the required income documentation that you must submit in support of your request for assistance. Then on Page 3, you must complete the Hardship Affidavit in which you disclose the nature of your hardship. The Hardship Affidavit informs you of the required documentation that you must submit in support of your hardship claim.

NOTICE: In addition, when you sign and date this form, you will make important certifications, representations and agreements, including certifying that all of the information in this Borrower Assistance Form is accurate and truthful

and any identified hardship has contributed to your submission of this request for mortgage relief.

REMINDER: The Borrower Response Package you need to return consists of: (1) this completed, signed and dated Borrower Assistance Form; (2) completed and signed IRS Form 4506-T; (3) required income documentation, and (4) required hardship documentation.

Loan I.D. Number(usually found on your monthly mortgage statement)  I want to:					
The property is currently:   My Primary Residence   A Second Home   An Investment Property					
The property is currently:   Owner Occupied   Repter occupied   Vacant					
The property is currently. — Owner occupied — in territor occupied — vacant					
BORROWER CO-BORROWER					
BORROWER'S NAME CO-BORROWER'S NAME					
SOCIAL SECURITY NUMBER DATE OF BIRTH SOCIAL SECURITY NUMBER DATE OF BIRTH					
HOME PHONE NUMBER WITH AREA CODE  HOME PHONE NUMBER WITH AREA CODE	HOME PHONE NUMBER WITH AREA CODE				
CELL OR WORK NUMBER WITH AREA CODE  CELL OR WORK NUMBER WITH AREA CODE	CELL OR WORK NUMBER WITH AREA CODE				
MAILING ADDRESS					
PROPERTY ADDRESS (IF SAME AS MAILING ADDRESS, JUST WRITE SAME)  EMAIL ADDRESS					
Is the property listed for sale?					
	If yes, please complete the counselor contact information below:				
	Counselor's Name:				
	Agency's Name:				
Date of offer: Amount of Offer: \$ Counselor's Phone Number:					
Agent's Name: Counselor's Email:	_				
Agent's Phone Number:					
For Sale by Owner?					
Do you have condominium or homeowner association (HOA) fees? ☐ Yes ☐ No					
Total monthly amount: \$					
Name and address that fees are paid to:	_				
Have you filed for bankruptcy?					
,	Filing Date:				
Has your bankruptcy been discharged? ☐ Yes ☐ No Bankruptcy case number:					

Monthly House	old Income	Monthly 4	nusehold	Household Asset	s (associated with	
iviolitilly nousel	ioid ilicollie	Monthly Household Expenses/Debt		Household Assets (associated with the property and/or borrower(s)		
	1.	•	.		i i	
Monthly Gross wages	\$	First Mortgage Payment	\$	Checking Account(s)	\$	
Overtime	\$	Second Mortgage	\$	Checking Account(s)	\$	
		Payment			_	
Child Support / Alimony*	\$	Homeowner's Insurance	\$	Savings / Money Market	\$	
Non-taxable social security/SSDI	\$	Property Taxes	\$	CDs	\$	
Taxable SS benefits or other	\$	Credit Cards / Installment	\$	Stocks / Bonds	\$	
monthly income from		Loan(s) (total minimum				
annuities or retirement plans		payment per month)				
Tips, commissions, bonus and	\$	Alimony, child support	\$	Other Cash on Hand	\$	
self-employed income	Ÿ	payments*	, v	other cush on manu	Ÿ	
	ć		ć	Other Beel Estate	ć	
Rents Received	\$	Car lease Payments	\$	Other Real Estate	\$	
				(estimated value)	1.	
Unemployment Income	\$	HOA/Condo Fees/Property	\$	Other	\$	
		Maintenance				
Food Stamps/Welfare	\$	Mortgage Payments on	\$		\$	
		other properties				
Other	\$	Other	\$		\$	
		,				
Total (Gross income)	\$	Total Debt/Expenses	\$	Total Assets	\$	
		Required Incor	ne Documentation	1		
☐ Do you earn a wage?		☐ Are you self-em				
-	ho is a salaried employ	, , ,				
	er, include the most					
	reflects at least 30 day ngs for each borrower.					
or year-to-date earm	ilgs for each borrower.	that reflects activity for the most recent three months; OR copies of bank statements for the business account for the last two months evidencing continuation of business				
		activity		o de la companya de		
		ne? Provide for each borro				
		mmissions, housing allows				
		cribing the nature of the in			ocumenting tip income).	
Social Security, disab	ulity or death benefits	, pension, public assistance	e, or adoption assistar			
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#### HARDSHIP AFFIDAVIT (provide a written explanation with this request describing the specific nature your hardship) I am requesting review of my current financial situation to determine whether I qualify for temporary or permanent mortgage relief options. Date Hardship Began is: I believe that my situation is: Short term (under 6 months) Medium term (6 – 12 months) Long-term or Permanent Hardship (greater than 12 months) I am having difficulty making my monthly payment because of reasons set forth below: (Please check all that apply and submit required documentation demonstrating your hardship) If Your Hardship is: Then the Required Hardship Documentation is: ■ Unemployment No hardship documentation required ■ Underemployment ☐ No hardship documentation required, as long as you have submitted the income documentation that supports the income described in the Required Income Documentation section above ☐ Income reduction (e.g., elimination of ☐ No hardship documentation required, as long as you have submitted the overtime, reduction in regular working income documentation that supports the income described in the Required hours, or a reduction in base pay) Income Documentation section above ☐ Divorce or legal separation; Separation of ☐ Divorce decree signed by the court OR Borrowers unrelated by marriage, civil Separation agreement signed by the court OR union or similar domestic partnership Current credit report evidencing divorce, separation, or non-occupying under applicable law borrower has a different address OR ☐ Recorded quitclaim deed evidencing that the non-occupying Borrower or co-Borrower has relinquished all rights to the property ■ Death certificate OR □ Death of a borrower or death of either the primary or secondary wage earner in Obituary or newspaper article reporting the death the household □ Long-term or permanent disability; ■ Doctor's certificate of illness or disability OR Serious illness of a borrower/co-■ Medical bills OR borrower or dependent family member ☐ Proof of monthly insurance benefits or government assistance (if applicable) □ Disaster (natural or man-made) adversely ■ Insurance claim OR impacting the property or Borrower's ☐ Federal Emergency Management Agency grant or Small Business place of employment Administration loan OR ☐ Borrower or Employer property located in a federally declared disaster area

Distant employment transfer

■ Business Failure

statement

■ No hardship documentation required

☐ Bankruptcy filing for the business; or

cessation of business activity; or

☐ Tax return from the previous year (including all schedules) AND

☐ Two months recent bank statements for the business account evidencing

☐ Most recent signed and dated quarterly or year-to-date profit and loss

☐ Proof of business failure supported by one of the following:

#### Borrower/Co-Borrower Acknowledgement and Agreement

- 1. I certify that all of the information in this Borrower Assistance Form is truthful and the hardship(s) identified above has contributed to submission of this request for mortgage relief.
- 2. I understand and acknowledge that the Servicer, owner or guarantor of my mortgage, or their agent(s) may investigate the accuracy of my statements, may require me to provide additional supporting documentation, and that knowingly submitting false information may violate Federal and other applicable law.
- 3. I understand the Servicer will obtain a current credit report on all borrowers obligated on the Note.
- 4. I understand that if I have intentionally defaulted on my existing mortgage, engaged in fraud or misrepresented any fact(s) in connection with this request for mortgage relief or if I do not provide all required documentation, the Servicer may cancel any mortgage relief granted and may pursue foreclosure on my home and/or pursue any available legal remedies.
- 5. I certify that my property has not received a condemnation notice.
- 6. I certify that I am willing to provide all requested documents and to respond to all Servicer communications in a timely manner. I understand that time is of the essence.
- 7. I understand that the Servicer will use this information to evaluate my eligibility for available relief options and foreclosure alternatives, but the Servicer is not obligated to offer me assistance based solely on the representations in this document or other documentation submitted in connection with my request.
- 8. If I am eligible for a trial period plan, repayment plan, or forbearance plan, and I accept and agree to all terms of such plan, I also agree that the terms of this Acknowledgment and Agreement are incorporated into such plan by reference as if set forth in such plan in full. My first timely payment following my servicer's determination and notification of my eligibility or prequalification for a trial period plan, repayment plan, or forbearance plan (when applicable) will serve as acceptance of the terms set forth in the notice sent to me that sets forth the terms and conditions of the trial period plan, repayment plan, or forbearance plan.
- 9. I agree that when the Servicer accepts and posts a payment during the term of any repayment plan, trial period plan, or forbearance plan it will be without prejudice to, and will not be deemed a waiver of, the acceleration of my loan or foreclosure action and related activities and shall not constitute a cure of my default under my loan unless such payments are sufficient to completely cure my entire default under my loan.
- 10. I agree that any prior waiver as to my payment of escrow items to Servicer in connection with my loan has been revoked.
- 11. If I qualify for and enter into a repayment plan, forbearance plan, and trial period plan, I agree to the establishment of an escrow account and the payment of escrow items if an escrow account never existed on my loan.
- 12. I understand that Servicer will collect and record personal information that I submit in this Borrower Response Package and during the evaluation process, including, but not limited to, my name, address, telephone number, social security number, credit score, income, payment history, and information about my account balances and activity. I understand and consent to the Servicer's disclosure of my personal information and the terms of any relief or foreclosure alternative that I receive to any investor, insurer, guarantor, or servicer that owns, insures, guarantees, or services my first lien or subordinate lien (if applicable) mortgage loan(s) or to any HUD-certified housing counselor.
- 13. If I am eligible for foreclosure prevention relief under the federal Making Home Affordable Program, I understand and consent to the disclosure of my personal information and the terms of any Making Home Affordable Agreement by the servicer to (a) the U.S. Department of the Treasury, (b) Fannie Mae and Freddie Mac in connection with their responsibilities under the Homeowner Affordability and Stability Plan, and (c) companies that perform support services in conjunction with Making Home Affordable.

•	consent to being contacted concerning this request for mortgage assistance at any cellular or mobile elephone number I have provided to the Lender. This includes text messages and telephone calls to my ellular or mobile telephone.						
Borrower Signature	Date	Co-Borrower Signature	Date				

#### APPLICATION FORM FOR HOMESAVER SOLUTIONS • PLEASE COMPLETE ALL SECTIONS

#### Important — You will need to include ALL of the following documents:

- Income and asset documentation please see page 2 for a checklist
- Any information regarding second mortgages or additional liens
- Your written explanation regarding the reasons for the delinquency. Please attach additional pages if necessary
  - If the house is listed for sale, provide the listing agreement and the realtor's marketing analysis

	7 1			,	
Please fill out the following	information to the best of you	ır ability.			
Your Name(s):			Loan No.		
Home Phone:		Email address:			
Work Phone:		Subject property address:			
CATEGORY	DESCRIPTION	MONTHLY PAYMENTS	CURRENT BALANCES	DELINQUENT Y=YES N=NO	
	Huntington Mortgage				
MORTGAGES	Second Mortgage				
	Condo Dues				
	Other Mortgages				
CHILD CARE	Day Care Costs				
	Home Phone, Cell Phone, Etc.				
ALL UTILITIES	Gas Bill				
	Electric Bill Water Bill (monthly amount)				
	Cable Bill				
	Internet Bill				
AUTO	Fuel-Gasoline				
EXPENSES	Maintenance				
	Car Insurance				
	Parking				
AUTO	Car Payment				
LOANS	Car Payment				
	Car Payment				
ALL CREDIT CARDS					
PLUS FINANCE					
COMPANY PAYMENTS PLUS					
FINANCE CO.					
AND STUDENT LOAN					
PAYMENTS					

CATEGORY	DESCRIPTION	MONTHLY PAYMENTS	CURRENT BALANCES	DELINQUENT Y=YES N=NO
OTHER	Food, Groceries, Lunches, Etc.			
*16	Private School Costs			
*If you are paying real estate taxes	Medical Bills You Pay			
and/or homeowner's	Prescriptions You Pay			
insurance on your own, please provide us with copies of	Life Insurance Premiums Medical Premiums You Pay			
your most recent tax bill and/or	You Pay Rents Paid			
homeowner's	Club Dues - Gym, Etc.			
insurance declaration page.	Charitable Donations			
accianation, page.	Cash for the Month Dry Cleaning and Uniforms			
	*Real Estate Taxes/Homeowner's Ins.			
	Other			
	Alimony		Expiration Date:	
	Child Support		Expiration Date:	
Total Number of People at This Address	**			
Total Monthly Expenses				
Total Net Monthly Income				
Total Amount Available Now Toward Past Due Payments				
	sons why your loan payments	have fallen behind. P	lease attach addit	ional pages if
Please sign and date, verify	ying that the information is true	and correct.		
Signature	,			Date

Return this completed form to: Mail to:

HUNTINGTON HOME SAVERS

2361 Morse Road NC2W22, Columbus OH 43229

Email: homesavers@huntington.com

Fax: **614-480-6602** Toll-Free: **1-888-606-8472** 

## Form **4506-T**

(Rev. January 2011)

Department of the Treasury Internal Revenue Service

#### **Request for Transcript of Tax Return**

▶ Request may be rejected if the form is incomplete or illegible.

**Tip.** Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at IRS.gov and click on "Order a Transcript" or call 1-800-908-9946. If you need a copy of your return, use

OMB No. 1545-1872

Form 4506, Request for Copy of Tax Return. There is a fee to get a copy of your return. 1a Name shown on tax return. If a joint return, enter the name shown 1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions) 2b Second social security number or individual taxpayer 2a If a joint return, enter spouse's name shown on tax return. identification number if joint tax return 3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (See instructions) 4 Previous address shown on the last return filed if different from line 3 (See instructions) If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number. The IRS has no control over what the third party does with the tax information. Caution. If the transcript is being mailed to a third party, ensure that you have filled in line 6 and line 9 before signing. Sign and date the form once you have filled in these lines. Completing these steps helps to protect your privacy. Transcript requested. Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. Return Transcript, which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065. Form 1120, Form 1120A, Form 1120H, Form 1120L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days . . Account Transcript, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Most requests will be processed within 30 calendar days. Record of Account, which is a combination of line item information and later adjustments to the account. Available for current year and 3 prior tax years. Most requests will be processed within 30 calendar days . Verification of Nonfiling, which is proof from the IRS that you did not file a return for the year. Current year requests are only available 7 after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days. Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript. The IRS can provide a transcript that includes data from 8 these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2007, filed in 2008, will not be available from the IRS until 2009. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 45 days. Caution. If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments. Year or period requested. Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter each quarter or tax period separately. Signature of taxpayer(s). I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, either husband or wife must sign. If signed by a corporate officer, partner, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer. Note. For transcripts being sent to a third party, this form must be received within 120 days of signature date. Telephone number of taxpayer on line 1a or 2a Signature (see instructions) Date Sian Here Title (if line 1a above is a corporation, partnership, estate, or trust) Spouse's signature

Page 2 Form 4506-T (Rev. 1-2011)

#### **General Instructions**

Purpose of form. Use Form 4506-T to request tax return information. You can also designate a third party to receive the information. See line 5.

Tip. Use Form 4506, Request for Copy of Tax Return, to request copies of tax returns.

Where to file. Mail or fax Form 4506-T to the address below for the state you lived in, or the state your business was in, when that return was filed. There are two address charts: one for individual transcripts (Form 1040 series and Form W-2) and one for all other transcripts.

If you are requesting more than one transcript or other product and the chart below shows two different RAIVS teams, send your request to the team based on the address of your most recent

Automated transcript request. You can quickly request transcripts by using our automated self help-service tools. Please visit us at IRS.gov and click on "Order a Transcript" or call 1-800-908-9946.

#### Chart for individual transcripts (Form 1040 series and Form W-2)

#### If you filed an individual return and lived in: Florida, Georgia (After

Mail or fax to the "Internal Revenue Service" at:

June 30, 2011, send your transcript requests to Kansas City, MO)

**RAIVS Team** P.O. Box 47-421 Stop 91 Doraville, GA 30362 770-455-2335

Alabama, Kentucky, Louisiana, Mississippi, Tennessee, Texas, a foreign country, American Samoa, Puerto Rico, Guam, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, or A.P.O. or

Austin, TX 73301

Stop 6716 AUSC

**RAIVS Team** 

F.P.O. address

512-460-2272

Alaska, Arizona, Arkansas, California, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Montana, Nebraska, Nevada, New Mexico, North Dakota.

**RAIVS Team** Stop 37106 Fresno, CA 93888

Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin, Wyoming 559-456-5876

Connecticut. Delaware. District of Columbia. Maine, Maryland, Massachusetts. Missouri, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina. Vermont, Virginia, West RAIVS Team Stop 6705 P-6 Kansas City, MO 64999

816-292-6102

Virginia

#### Chart for all other transcripts

#### If you lived in or your business was in:

Mail or fax to the "Internal Revenue Service" at:

Alabama, Alaska, Arizona, Arkansas, California, Colorado, Florida, Hawaii, Idaho, Iowa, Kansas, Louisiana, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico. North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, a foreign country, or A.P.O. or F.P.O. address

**RAIVS Team** P.O. Box 9941 Mail Stop 6734 Ogden, UT 84409

801-620-6922

Connecticut, Delaware, District of Columbia, Georgia, Illinois, Indiana, Kentucky, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, Tennessee, Vermont, Virginia, West Virginia,

**RAIVS Team** P.O. Box 145500 Stop 2800 F Cincinnati, OH 45250

859-669-3592 Wisconsin

**Line 1b.** Enter your employer identification number (EIN) if your request relates to a business return. Otherwise, enter the first social security number (SSN) or your individual taxpayer identification number (ITIN) shown on the return. For example, if you are requesting Form 1040 that includes Schedule C (Form 1040), enter your SSN.

Line 3. Enter your current address. If you use a P. O. box. include it on this line.

Line 4. Enter the address shown on the last return filed if different from the address entered on line 3

Note. If the address on Lines 3 and 4 are different and you have not changed your address with the IRS, file Form 8822, Change of Address.

Line 6. Enter only one tax form number per request.

Signature and date. Form 4506-T must be signed and dated by the taxpayer listed on line 1a or 2a. If you completed line 5 requesting the information be sent to a third party, the IRS must receive Form 4506-T within 120 days of the date signed by the taxpayer or it will be rejected.

Individuals. Transcripts of jointly filed tax returns may be furnished to either spouse. Only one signature is required. Sign Form 4506-T exactly as your name appeared on the original return. If you changed your name, also sign your current name.

Corporations. Generally, Form 4506-T can be signed by: (1) an officer having legal authority to bind the corporation, (2) any person designated by the board of directors or other governing body, or (3) any officer or employee on written request by any principal officer and attested to by the secretary or other officer.

Partnerships. Generally, Form 4506-T can be signed by any person who was a member of the partnership during any part of the tax period requested on line 9.

All others. See Internal Revenue Code section 6103(e) if the taxpayer has died, is insolvent, is a dissolved corporation, or if a trustee, guardian, executor, receiver, or administrator is acting for the taxpayer.

**Documentation.** For entities other than individuals, you must attach the authorization document. For example, this could be the letter from the principal officer authorizing an employee of the corporation or the Letters Testamentary authorizing an individual to act for an estate.

**Privacy Act and Paperwork Reduction Act** Notice. We ask for the information on this form to establish your right to gain access to the requested tax information under the Internal Revenue Code. We need this information to properly identify the tax information and respond to your request. You are not required to request any transcript; if you do request a transcript, sections 6103 and 6109 and their regulations require you to provide this information, including your SSN or EIN. If you do not provide this information, we may not be able to process your request. Providing false or fraudulent information may subject you to penalties.

Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation, and cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The time needed to complete and file Form 4506-T will vary depending on individual circumstances. The estimated average time is: Learning about the law or the form, 10 min.; Preparing the form, 12 min.; and Copying, assembling, and sending the form to the IRS,

If you have comments concerning the accuracy of these time estimates or suggestions for making Form 4506-T simpler, we would be happy to hear from you. You can write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave. NW, IR-6526, Washington, DC 20224. Do not send the form to this address. Instead, see Where to file on this page.

#### HELP FOR AMERICA'S HOMEOWNERS.



#### **Dodd-Frank Certification**

The following information is requested by the federal government in accordance with the Dodd-Frank Wall Street Reform and Consumer Protection Act (Pub. L. 111-203). **You are required to furnish this information.** The law provides that no person shall be eligible to begin receiving assistance from the Making Home Affordable Program, authorized under the Emergency Economic Stabilization Act of 2008 (12 U.S.C. 5201 *et seq.*), or any other mortgage assistance program authorized or funded by that Act, if such person, in connection with a mortgage or real estate transaction, has been convicted, within the last 10 years, of any one of the following: (A) felony larceny, theft, fraud or forgery, (B) money laundering or (C) tax evasion.

I/we certify under penalty of perjury that I/we have not been convicted within the last 10 years of any one of the following in connection with a mortgage or real estate transaction:

- (a) Felony larceny, theft, fraud, or forgery
- (b) Money laundering or
- (c) Tax evasion.

I/we understand that the servicer, the U.S. Department of the Treasury, or their agents may investigate the accuracy of my statements by performing routine background checks, including automated searches of federal, state and county databases, to confirm that I/we have not been convicted of such crimes. I/we also understand that knowingly submitting false information may violate Federal law.

This Certificate is effective on the earlier of the servicer.	date listed below or the date received by your
Borrower Signature	Date
Co-Borrower Signature	Date

# Home Affordable Modification Program Government Monitoring Data Form

#### Information for Government Monitoring Purposes

The following information is requested by the federal government in order to monitor compliance with federal statutes that prohibit discrimination in housing. You are not required to furnish this information, but are encouraged to do so. The law provides that a lender or servicer may not discriminate either on the basis of this information, or on whether you choose to furnish it. If you furnish the information, please provide both ethnicity and race. For race, you may check more than one designation. If you do not furnish ethnicity, race, or sex, the lender or servicer is required to note the information on the basis of visual observation or surname if you have made this request for a loan modification in person. If you do not wish to furnish the information, please check the box below.

BORROWER		CO-BORROWER		
☐ I do not wish to furnish this informa	ation	☐ I do not wish to furnish this information		
Ethnicity: Hispanic or Latino Not Hispanic or Latino		Ethnicity: Hispanic or Latino Not Hispanic or Latino		
Race:  American Indian or Alaska Native Asian Black or African American Native Hawaiian or Other Pacific Islander White		Race:  American Indian or Alaska Native  Asian  Black or African American  Native Hawaiian or Other Pacific Islander  White		
Sex: Female Male		Sex: Female Male		
To be complete	ed by Servicers		Name/Address of Interviewer's Employer	
This request was taken by:    Face-to-face interview   Mail   Telephone	Servicer/Interviewer's Name (print or type) & ID Number  Servicer/Interviewer's Signature			
☐ Internet	Servicer/Interviewer's Phone Number(include area code)			
Loan Number:	Servicer/Interviewer's Fax Number(include area code)		Servicer/Interviewer's email address	



#### INFORMATION AUTHORIZATION DISCLOSURE

The Undersigned certify the following:

#### **LOAN UNDERWRITING:**

I/We hereby authorize you to release to The Huntington National Bank, or its assigns, the following information for the purpose of verification or re-verification. This information is used in compiling your request for loan modification, or to re-verify information to satisfy the requirements of our Quality Control Program:

- Employment History, including but not limited to: Dates, Titles, Income, Hours, etc.;
- Banking and Savings Account of Record;
- Mortgage Loan Rating(s);
- Social Security Verification;
- Any other information deemed necessary in connection with a consumer credit report for transactions which involve Real Estate.

#### **QUALITY CONTROL PROGRAM:**

The Huntington National Bank is committed to the origination and servicing of quality mortgage loan products. To emphasize this commitment and to ensure maintenance of prudent lending procedures, we have established a Quality Control Program. If your loan is randomly selected for review, your participation in a customer survey may be requested. Response to the survey is not mandatory. The entire re-verification procedure should be accomplished without any inconvenience to you.

I/We, the undersigned, authorize verification and/or re-verification of all credit, income, employment, asset information, and any other information deemed necessary by The Huntington National Bank to administer its quality control program.

## INFORMATION SHARING BETWEEN INSURANCE AGENTS AND LENDER (OR ENTITIES REPRESENTING LENDER):

I/We, the undersigned, authorize the insurance agent, from whom I/we obtain homeowners insurance coverage, to deliver any information relevant to the lending process to The Huntington National Bank (or any entity representing The Huntington National Bank, such as a loan closing agent).

A photographic or carbon copy of this authorization (being a valid copy of the signature(s) of the undersigned) may be deemed to be the equivalent of the original and may be used as a duplicate original. undersigned) may be deemed to be the equivalent of the original and may be used as a duplicate original.

Applicant Signature	Date	Co-Applicant Signature	Date