

Servicer Reference Guide

Idaho Housing and Finance Association

565 Myrtle Street, Boise, ID 83702 Ph# 1.800.219.2285

Monday thru Friday: 8am to 5pm (Mountain Time) Closed on certain holidays

Tax ID#: 82-0302333 Branch 001 MERS ID#: 1009670 MERS ID#: 1009670 HUD ID#: 10101-09998 VA ID#: 9270030000 RD ID #: 82-0302333 Branch 001

Lender Connection: <https://www.lendertx.com>

Borrower Connection: <https://www.borrowertx.com>

Loan Types Serviced: Government (FHA, VA and RHS/USDA) Conventional (FNMA – HFA Preferred)

CONTACTS: Amanda Patterson
Texas Loan Acquisition Supervisor
Ph# 208.424.7012
Email: amandap@ihfa.org

Rita Aafedt
Manager Loan Acquisition
208.424.7048
RitaA@ihfa.org

Note Endorsement: Pay To The Order of
Idaho Housing and Finance Association
(No Ampersand sign, must spell out “and”)
Without Recourse
Lender Name as it appears on the Note
Lender Signature w/Signatory’s typed name and title

Assignment of Mortgage
Idaho Housing and Finance Association
Attn: Doc Center
565 Myrtle St.
Boise, ID 83702
Or MERS: IHFA #1009670 (Preferred Method)

Loan Purchase within 15 Days of 1st Payment Due

- 1st payment netted out of the purchase amount
- Lender retains 1st payment
- Purchase Statement will account for monthly escrow
- Transfer Flood Certificate to IHFA
- Transfer Hazard/Flood Insurance to IHFA

Original Note To:
Idaho Housing and Finance
Association Attn: Doc Center
565 W. Myrtle Street
Boise, ID 83702

Post Purchase Ins & Tax Bills: servicing@homeloanserv.com - **Post Purchase Reimbursements:** hol-adjustments@ihfa.org

The Texas IHFA checklist can be found on the home page in Lender Connection

- Please stack the loan file in the order of the checklist

Trailing Documents Delivered Within 90 Days of Loan Closing

- (Upload) thru Lender Connection
- Original Recorded Mortgage & Assignment
- Final Title Insurance Policy
- MIC, RDLNG, LGC (if applicable) Document

Center: doccenter@ihfa.org

Email Servicing Questions: support@homeloanserv.com Online Banking: www.homeloanserv.com Payoffs: HOL-Payoffs@ihfa.org

Flood Determination: LERETA Property Tax & Flood Services 901 Corporate Center Dr. Pomona, CA 91768 www.lereta.com

Borrower’s Payments/Servicing Questions (Goodbye Letter)

HomeLoanServ

P.O. Box 7541, Boise, ID 83707-1899

Ph# 1.800.526.7145

Email Servicing Questions: support@homeloanserv.com

Insurance Requirements

Minimum Coverage amount: Equal to the loan amount

Homeowners Maximum Deductible: \$2,500 or 2%, whichever is higher

Flood, Hurricane, Wind and Hail - Maximum Deductible \$5,000

Mortgagee Clause

HomeLoanServ, ISAOA/ATIMA

PO Box 818007, Cleveland, OH 44181 **Must include IHFA Loan Number**

Fax: 888-218-9257

Email: insdocs8263@oscis.com

Program Fees

Fees to Idaho will be netted out the purchase file

\$150 Purchase File Review Fee (Idaho HFA)

\$85 Tax Service Fee (Idaho HFA)

\$10 Flood Determination Fee (Idaho HFA - if not Lereta)

\$275 Compliance File Review Fee (payable to eHousingPlus)

Overnight Payment Address:

565 W Myrtle Street, Boise, ID 83702

Online Banking: www.homeloanserv.com